

Exhibit 2

First Name	Last Name	Job Title	Company Name	Cellular	Address	Address	City	State	Postal Code	Phone	Mail
Leif	Arten	Advisor	Aluminate Community Training	brad@aluminate.org lart@popjohnmo.org	2200 Burlington 1500 Wardlaw Dr, Suite 105		Columbia Columbia	MO	65202	414-2416 573-777-3571, fax 873-814-1437	www.popjohnmo.org
Glenda	Alexander	Consultant, Altran & Family Headsets	Williamson Air Force Base, MO Career Center, Jefferson City	glenda.alexander@williamson.af.mil brad@aluminate.org	500 NAS/DPS 3716 Four Seasons Drive, Ste 101	750 Arnold Ave	Wentham AFB Jefferson City	MO	65395 65101	669-697-1132 573-516-8415	
Herold	Bleeker	Supervisor	Bohler Worldwide Development Central Region	Mike.Chiu@wdd.com.au	3716 Four Seasons Drive		Jefferson City	MO	65101-1115	573-516-8415	
Mike	Cottum	Business Representative	Columbia Career Center	kellie@aluminate.org	4203 S. Providence		Columbia	MO	65201	(620) 214-3083 or FAX: 573-214-3001	www.Career-Center.Org
Karl	Christopher	Placement Specialist	Vocational Rehabilitation	keith@aluminate.org	1500 Wardlaw Drive, Suite 111		Columbia	MO	65202	1-877-232-5863 DAN DUNNO 673-196-0294	
Dwaine	Conner	MO Div of Workforce Development	Missouri Career Center	donna.davis-vandegref@delmo.gov reception@aluminate.org	14100 University Center 11223 Holmes Road		Jefferson City	IL	62205-2499	800-644-6431	www.career-fair.net
William	Ellis	Regional Director, Career Service	Jefferson State University (Perry University)	elli@jeffsu.edu	2116 Mainwood		Jefferson City	MO	65202	800 823-1016 ext 6376	www.popjohnmo.org
James	Fisher	President & CEO	Summa Property	fisher@missouri.edu	Summa Property Bldg		Columbia	MO	65211	474-4850	
Frankie	Fisher	S. Secretary	Vocational Rehabilitation	carol.kennedy@vrc.dea.mo.gov	1500 A. Southridge Drive		Jefferson City	MO	65109	573-751-2443	
Carol	Ginn Smith	Senior Coordinator	Bohler Worldwide Development Central Region	melindag@popjohnmo.org	4000 Wilkes Drive		Columbia	MO	65201	573-777-1587	www.popjohnmo.org
Mahinda	Gee	MO Placement Advisor	St. Louis CC in the Valley Career Services*	mgeer@slcc.edu	3400 Preston Road		St. Louis	MO	63135		
Michael	George	Manager, Career and Employment Services	Human Resource Services (HMS)	colm@missouri.edu	130 Heinkel Building		Columbia	MO	65211-1340	573-882-7976	
Carl	Gohls	Administrative Assistant	Message Copy	carl.hoel@vrc.dea.mo.gov	Deer Creek Center		St. Louis	MO	63143	314-877-4310	
Barb	Hoelster	Regional Director, Development and Rehabilitation	St. Louis South Vocational	barb.hoelster@vrc.dea.mo.gov	3248 Lucile Station Road		Columbia	MO	65201	214-3580	
Robin	Jensen	Guidance Office	Douglas High School Guidance Office	robinj@aluminate.org	310 N. Providence Road		Columbia	MO	65201		
Dee	Jensen	Placement Office	Phillips H. College Placement Office	robinj@aluminate.org	1001 W. Sunshine Street		Springfield	MO	65807-2466	417-864-7220	
Michelle	Kennedy	Director, Career Service	William Woods Career Center MO Career Center - Lebanon	michelle.kennedy@williamwood.edu jane.kennedy@delmo.gov	One University Avenue 2839 S. Jefferson Ave, Suite 1		Jefferson City	MO	65202	800-995-3159 417-582-8416	www.centurymhsd.edu
Michelle	Kennedy	Acting Supervisor	MO Career Center - Columbia	mo.kennedy@delmo.gov	1500 Vandiver Drive		Columbia	MO	65202	889-8821	
Ann	Lundquist	Chief Guidance Office	Hickman High School Guidance Office	alund@aluminate.org	3104 N. Providence Road		Columbia	MO	65201		
Carole	Longan	Vocational Counselor	Jefferson State University	carole@aluminate.org	805 Union		Jefferson City	MO	65101	573-659-3100	
Sharon	Longan	Director of Career Service	Central Missouri Career Service	sharon.longan@cmcc.edu	4111 Central Missouri Square		Jefferson City	MO	65214	660-248-5235	
Linda	Longan	Director, Career Service	Central Missouri Career Service	linda@aluminate.org	2001 Rogers		Jefferson City	MO	65109	573-751-2521	
Don	Nelson	Director, Career Service	Vocational Rehabilitation	don@aluminate.org	2001 Rogers Circle		Fallon	MO	65251	573-593-2381	www.vocationalcenter-mo.edu/career
Scott	Manichoff	Employer Relations Coordinator	Westminster College	shelley.manichoff@westminster-mo.edu	501 Westminster Ave		St. Louis	MO	63103	314-300-3965/83512	
Abigail	Marshall	Director, Career Service	Hart-Stone Career Services	marshall@aluminate.org	1200 East Broadway/202 Stumper		Columbia	MO	65215	876-7101	
Wendy	McNeil	Career Services	Stephens College Career Service	wendy@aluminate.org	1401 Southview Blvd.		Jefferson City	MO	65109	573-635-6600	www.merit.edu/career
Heather	Miller-Mantz	Placement Director	When Business College Placement Office	heatherm@aluminate.org	P.O. Box 69		Jefferson City	MO	65102	573-882-3110	
Dan	Nichols	Director, Career Service	Central Missouri Career Service	dann@aluminate.org	1500 Vandiver Dr. Building 1		Columbia	MO	65202-1549	(mobile) 417-4-4897	
Cheryl	Nichols	Director, Career Service	Central Missouri Career Service	cheryl@aluminate.org	2001 Rogers Circle		Jefferson City	MO	65109	573-751-2521	
Julie	O'Donohue	Director, Career Service	Central Missouri Career Service	julie@aluminate.org	2001 Rogers Circle		Jefferson City	MO	65109	573-751-2521	
Michelle	Ortiz	Director, Career Service	Central Missouri Career Service	michelle@aluminate.org	2001 Rogers Circle		Jefferson City	MO	65109	573-751-2521	
Terrell	Ortiz	Director, Career Service	Central Missouri Career Service	terrell@aluminate.org	2001 Rogers Circle		Jefferson City	MO	65109	573-751-2521	
Joan	Schneider	Director, Career Service	Central Missouri Career Service	joan@aluminate.org	2001 Rogers Circle		Jefferson City	MO	65109	573-751-2521	
Gail	Schneider	Director, Career Service	Central Missouri Career Service	gail@aluminate.org	2001 Rogers Circle		Jefferson City	MO	65109	573-751-2521	
Barrel	Spencer	Job Placement Specialist	Boonville Technical Education Center	barrel@aluminate.org	5101 Melrose Avenue		St. Louis	MO	63110	314-776-3000 X 250	
John	Spokane	State Fair Community College Placement*	Boonville Technical Education Center	johnspokane@boonville.k12.mo.us	3201 W. 18th Street		Scottdale	MO	65201	660-530-5800	
Marissa	S. Pierce	Board of Probation and Pardon, Columbia	State Fair Community College	spierref@cc.mo.us	3201 W. 18th Street		Columbia	MO	65202	884-7016	
Dana	Thompson	Director of Career and Placement Services	Moberly Area Community College The Job Center	Dana.Thompson@daccc.mo.gov patrick@maccc.edu	3512 Herford Dr, Suite A 101 College Avenue		Columbia	MO	65202	660-463-4110 ext 232	
Patricia	Vander	Supervisor	Moberly Area Community College The Job Center	patrick@maccc.edu christine@adcc.org	205 E. Main Street, Suite 1 3626 B South Clark		Moberly Columbia	MO	65203 65265	573-581-4516	
Christine	Vander	Supervisor	Moberly Area Community College The Job Center	christine@adcc.org bray.vander@delmo.gov	205 E. Main Street, Suite 1 3626 B South Clark		Cape Girardeau	MO	63701	573-651-2583	
Lana	Vestal	Supervisor	Moberly Area Community College The Job Center	bray.vander@delmo.gov	205 E. Main Street, Suite 1 3626 B South Clark		Rolla	MO	65402	573-388-2966	
Carla	Washington	Coordinator, Disability Services	Union University Disability Services	washington@unionu.edu	One University Plaza, MS 100		Cape Girardeau	MO	63701	573-651-2583	
Patricia	Westbrook	Director, Career Service	SEMO Disability Services	westbrook@semo.edu	P.O. Box 250		Rolla	MO	65402	573-388-2966	
Christina	White	District Supervisor	Vocational Rehabilitation Linn State Technical College Career Services*	dwhite@linc.state.mo.us dwhite@vrc.dea.mo.gov	205 E. Main Street, Suite 1 3626 B South Clark		Union	MO	65301	800-714-8874X319 or 573-897-5159	www.linestate.edu
Glenda	Whitney	Career Services Coordinator	Vocational Rehabilitation	careerservices@linestate.edu karen.vandegref@delmo.gov	205 E. Main Street, Suite 1 3626 B South Clark		Scottdale	MO	65301	800-714-8874X319 or 573-897-5159	
Karen	Wison	Voc. Rehab Supervisor	Vocational Rehabilitation	karen.vandegref@delmo.gov	205 E. Main Street, Suite 1 3626 B South Clark		Scottdale	MO	65301	800-714-8874X319 or 573-897-5159	
Shirley	Woodfolk	MO Career Center - Camdenton	Vocational Rehabilitation	shirley.woodfolk@delmo.gov	205 E. Main Street, Suite 1 3626 B South Clark		Camdenton	MO	65200	573-246-5616	

SELECTION DOCUMENTATION

This form serves as documentation of compliance with Affirmative Action Guidelines and *MUST BE* completed.

Title: Marketing Specialist Vacancy #: 1005075

Position #: 00016377 Recruiter Name: LaRita Emanuel

List all applicants contacted and/or interviewed and the reason(s) for withdrawal or non-selection (as noted below). Attach additional sheets if necessary.

APPLICANT NAME	NON-SELECTION REASON *	RACE/ETHNICITY	GENDER
Rick Stoneking		Caucasian	Male

*Non-selection reasons (choose all that apply): (1) Poor interview; (2) Unable to contact; (3) Offer refused; (4) Application withdrawn; (5) No show for interview; (6) Questionable employment history; (7) No skills match; &/or (8) other (please note above).

Name of Applicant Hired: Rick Stoneking

Based on the established qualifications for this position, state why the applicant was hired. For example, what knowledge, skills, and abilities made this person stand out.

Had all qualifications

Complete this document within one (1) week of offer being accepted.

Please return this form to Keesha Jones at jonesk@missouri.edu. **Return any applications not received on-line.**

Was a screening committee used? ☒ No ☐ Yes (If yes, please attach a list of each member's name, race, and gender.)

(for hard copy use only)

(Signature) _____ Date _____

Name and Title _____

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1005075	1	Closed	12/5/2006
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00016377	COLUM
			DEPTID
			CTVSTATI

Enter MoCo

BRIEF SUMM

Coordinate, p
account exec
based) sales
increase sale

DEPARTMENT NAME	Hiring Managers
TV Station	

DEPARTMENT URL

POSTING TYPE	POST TO INTERNET?	MULTIPLE POSTING LOC
External	Y	N

PREFERRED

Experience i

HOURS/DAYS/LOCATION
Working hours vary.

JOB CODE	TITLE	UNDERUTILIZATION
6037	MARKETING SPECIALIST	

POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL	HOURS	FTE	UNION
10/6/2006	10/12/2006	Y	40	100	N

DETAILED DE

<p>Develop a
traditional m

GEOGRAPHIC LOCATION
Columbia

Meet with cu

POSTING LOCATION CATEGORY
Communication, Arts and Media

Work with m

Create Sales

Prepare web

Analyze and i

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N		N	Y

USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM
N	\$35,313.00	\$38,000.00

A Bachelor's degree in Marketing, Advertising, Public Relations or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. One to two years of general marketing experience, which includes designing and marketing programs, development of marketing communications (advertising and publicity), direct sales with a marketing emphasis; and/or desktop publishing.

RECRUITER

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ARY

prepare and distribute information as requested by sales manager and
utives. Prepare presentations, create multi-platform (broadcast and web
promotions, interface with advertisers, and inter station departments to
is revenue.

QUALIFICATIONS

n public relations, marketing and promotions in the media industry.

DESCRIPTION

and implement new media sales promotions in association with our
edia products.

rent and prospective clients with our without Account Executive.

ultiple departments to ensure creative specifications are met.

Presentations to be used by Account Executives.

site usage data reports.

report on sales promotion performance. </p>

NOTES

**MARKETING SPECIALIST**

Department:	TV Station	Vacancy Number:	1005075
Posting Type:	External	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$35,313.00 to \$38,000.00
Recruiter:	Jones, Keesha, Lenise	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

Coordinate, prepare and distribute information as requested by sales manager and account executives. Prepare presentations, create multi-platform (broadcast and web based) sales promotions, interface with advertisers, and inter station departments to increase sales revenue.

Required Qualifications:

A Bachelor's degree in Marketing, Advertising, Public Relations or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. One to two years of general marketing experience, which includes designing and marketing programs, development of marketing communications (advertising and publicity), direct sales with a marketing emphasis; and/or desktop publishing.

Preferred Qualifications:

Experience in public relations, marketing and promotions in the media industry.

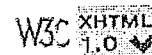
Detailed Description:

Develop and implement new media sales promotions in association with our traditional media products. Meet with current and prospective clients with our without Account Executive. Work with multiple departments to ensure creative specifications are met. Create Sales Presentations to be used by Account Executives. Prepare web site usage data reports. Analyze and report on sales promotion performance.

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Tuesday, March 6, 2001



Vacancy
Number

1005075

☒ Direct Promote

Final Candidate

STONEKING, RICHARD

DOB

12/12/1970

Offer Amount

3166.67

EMPLID:

493888533

Wage Type

M

Position #

00016377

Start Date

11/1/2006

Department:

TV Station

Job Code

6037

Posting Type:

External

Recruiter Notes

Empl ID 10194051

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date:

(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.

10/19/2006

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1005213	1	Closed	2/5/2007
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00013497	COLUM
		DEPTID	CTVSTATI

Enter MoCo

BRIEF SUMM

Routine man
methods & pi

DEPARTMENT NAME	Hiring Managers
TV Station	
DEPARTMENT URL	
POSTING TYPE	POST TO INTERNET?
External	Y
MULTIPLE POSTING LOC	
N	
HOURS/DAYS/LOCATION	
Working hours vary.	

PREFERRED

JOB CODE	TITLE	UNDERUTILIZATION
3190	CUSTODIAN	
POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL
10/19/2006	10/25/2006	Y
HOURS	FTE	UNION
40	100	Y

DETAILED DE

<p />Perform sweep floors spot wash w building entr other related elevators.
<p />May occ stools, bench be observed light bulbs.
<p />May wet
<p />Prepare equipment; v May be assign techniques a rooms, recov
<p />Clean ai and disinfect restock restr
<p />Perform towels and li similar items
<p />May per

GEOGRAPHIC LOCATION
Columbia
POSTING LOCATION CATEGORY
Facilities and Services

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PREScreening?
N		N	N
USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM	
N	\$8.88	\$10.38	

Must be able to read and write.

A valid driver's license may be required for certain positions.

A person working in this classification will need to be able to lift, carry, and set down objects of moderate weight (25-50 lbs.) on a daily basis, and will also need to grasp broom and mop handles; work around dust and cleaning chemicals; and climb stairs, step stools, and ladders on a daily basis.

Physical strength, coordination and stamina sufficient to perform assigned duties.

RECRUITER

ides

ARY

ual work utilizing knowledge of various custodial materials, equipment, rocedures used in maintaining a clean, neat and orderly building.

QUALIFICATIONS

DESCRIPTION

miscellaneous duties in the care and cleaning of university buildings: with broom and dust mops, empty trash receptacles, clean ash cans, alls, dust furniture, clean windows, sweep and shovel snow from ances, clean drinking fountains, wash blackboard, replenish chalk and duties. Clean assigned rooms, halls, entrances, stairways and

asionally perform general housekeeping tasks requiring standing on es, stepladders or fixed furniture. Reasonable safety standards are to in the performance of work above ground or floor level. May replace

Wet-mop floors, prepare floors for waxing, apply wax and buff floors. rooms for meetings by setting up chairs, tables and necessary vacuum carpet, polish metal and order custodial supplies as needed. ned work in areas requiring special use of disinfectants, cleaning nd sanitation procedures (such as in hospital isolation rooms, operating very rooms and laboratories). nd stock restrooms continually through the day: wet-mop floors, clean : sinks, stools and commodes; clean and polish mirrors, wash walls and ooms with supplies required. i miscellaneous duties such as making beds, collecting and distributing ens, supplying rooms with soap, and drinking glasses and other . Report breakages, damages, thefts and items in need of repair. form building security duties such as locking and unlocking doors,

NOTES

Vacancy
Number

1005213

☒ Direct Promote

Final Candidate

Burnett, Patricia Ann

DOB

6/24/1975

Offer Amount

8.88

EMPLID:

493740240

Wage Type

H

Position #:

00013497

Start Date

2/19/2007

Department:

TV Station

Job Code

3190

Posting Type:

External

Recruiter Notes

Validations Returned

☒ POET. (if required)

☒ CBC

Close

Entry Date:

(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.

2/5/2007

**SALES MANAGER**

Department:	TV Station	Vacancy Number:	1005231
Posting Type:	Direct Promote	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	Salary commensurate with applicant's education and experience.
Recruiter:	Emanuel, Larita Michelle	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

To direct, manage, organize and build all Sales department activities and responsibilities pertinent to the selling of advertising time on KOMU-TV. Develop revenue forecasts and meet or exceed subsequent goals based on station and market performance.

Required Qualifications:

Bachelors Degree. Previous TV sales management experience. Previous local and or national TV sales experience. New Media sales experience is a real plus (i.e. Website sales). Ability to control inventory and properly price the station. Knowledge of Wide Orbit Traffic System, Media Audit, and Marketron is a real plus.

Preferred Qualifications:**Detailed Description:**

Plan overall revenue budgets (local & national) by determining market growth and station share. Plan rate card, subject to change based on actual, projected ratings to achieve monthly budgets. Provide the objectives and strategies to the sales management and the sales force in order to attain the annual sales budget. Plan and outline all special programming (local, sports, movies, syndication, etc.) needed to assist in achieving sales goals by recommending same to General Manager and Program Director. Work with Traffic Manager to control inventory on a daily basis to maximize revenue by pricing according to the findings. Administer wages, salaries and commissions for the commission and non-commission members of the sales team through performance evaluation and account list management. Plan and administer Sales Department expenses in accordance with approved business plan. Lead sales team in development of client and community relationships beneficial to KOMU-TV's business interests. Watch for working signals of sales achievement in future months by comparing revenue pacing to budget and prior year actual and maintaining continuous dialogue with local clients, agencies and financial circles regarding the local economy. Maintain close contact with our national representatives and key national agencies in regard to status of network sales activity and the future

business environment.

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Tuesday, March 6, 2001



Vacancy Number: 1005231 ☒ Direct Promote

Final Candidate: DUGAN, THOMAS DOB: 7/28/1966

Offer Amount: 5833.34 EMPLID: 321705855

Wage Type: M Position #: 00019119

Start Date: 1/2/2007 Department: TV Station

Job Code: 7840 Posting Type: Direct Promote

Recruiter Notes: Empl ID 01033137

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date:

(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.

10/23/2006

University of Missouri-Columbia • Human Resource Services (MU)
Direct Promotion Request Form

1. Contact Human Resource Services to determine whether the direct promotion procedure can be used to fill a vacant position. Titles underutilized for females or minorities require special approval. (See Human Resources Policy HR 111)
2. Departments send the following information to Human Resource Services (MU):
 - Personnel Requisition (UM Form 88)
 - With appropriate approvals
 - Direct Promotion Request Form
 - Current Job Application Form or Resume for employee(s) being considered or recommended.
 - Copy of most recent performance appraisal for employee being recommended for selection (Performance appraisal must be within the last year)
 - E-mail or communication used to announce job opening.
3. Human Resource Services will review the qualifications of the candidate(s) for the direct promotion. The selected employee must meet the minimum qualifications of the position. A criminal background check must be run on the final candidate.

Position to be Filled by Direct Promotion		
Title General Sales Manager	Position Number 00019119	Department CTVSTATI
Person Recommended to Fill the Vacancy		
Name Tom Dugan	Present Title & Position Number National Sales Manager 00017859	EMPL ID 01033137
Basis for Promotion (Check One) <input checked="" type="checkbox"/> Best Qualified in the Department <input type="checkbox"/> Most Departmental Seniority <input type="checkbox"/> Other (attach written explanation)		
Method Used to Announce the Vacancy Within the Department (Please Attach E-mail.) E-mail to staff.		
Others in the Department Who Applied for the Vacancy (use reverse side of form if necessary)		
Name	Present Title & Position Number	EMPL ID
Name	Present Title & Position Number	EMPL ID
Department Signature and Date (If a screening committee was utilized, please submit a list with name, title, race, and sex of committee members)		
Proposed Salary Offer <u>\$70,000.00</u> Effective Date <u>01/02/07</u> This action will become effective after a PAF has been processed with all approving signatures		
HRS Signature <u><i>La Rita Emanuel</i></u> Date <u>10/23/06</u>		Position Underutilized <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Direct Promotion Request <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied

Emanuel, Larita M.

From: Bryant, Melissa
Sent: Friday, October 13, 2006 10:18 AM
To: Emanuel, Larita M
Subject: Tom Dugan

For Tom's direct promote an e-mail was sent by Marty Siddall to the staff with a description of the job and a time frame of a week for any interested parties to submit a resume to him

Melissa Bryant
KOMU-TV8 & Mid-Missouri's CW
Ph. 882-8888 ext. 220
Fx 884-8888
www.komu.com

10/17/2006

**University of Missouri
Personnel Requisition**

Name of Applicant Hired Tom Dugan	
Starting Date 1/2/07	Underutilized Y/N
Rate of Pay \$ 70,000	

EEO Code	Posting Period	Salary Range	Recruiter	Vacancy Number 1005231
TITLE General Sales Manager		JOB CODE 7840	PEOPLESFT POSITION # 00019119	HOME DEPARTMENT CODE CTVSTATI
OPENINGS 1	FTE 1.00	STATUS <input checked="" type="checkbox"/> Full time (40hrs or more) <input type="checkbox"/> Part Time (less than 40hr)	BENEFIT STATUS <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Temporary	POSTING TYPE External <input type="checkbox"/> Internal <input type="checkbox"/> Union <input type="checkbox"/> Direct Promotion <input checked="" type="checkbox"/>
WORKING HOURS Various	WORK LOCATION KOMU-TV, 5550 Hwy 63 S	DIVISION Admin/Bus Svcs	PERSON BEING REPLACED Alvin Leifl	JOB DESCRIPTION ID
SUPERVISOR OR INTERVIEWER Marty Siddall	PERSON TO RECEIVE APPLICATIONS Marty Siddall	EMPLID of person to RECEIVE APPLICATIONS 01000446	MAILING ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT 5550 Highway 63 South	E-MAIL ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT siddallm@umissouri.edu

ADVERTISING (Please attach Ad copy)	AD LOCATION(S)
MOCODE (5 Digits) Account Number (6 Digits) Dates to Run	

GRANT FUNDING	CRIMINAL BACKGROUND CHECK
Is the position grant funded? Yes <input type="checkbox"/> No <input type="checkbox"/>	FEE BASED CBC Required? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide the date the grant ends if available:	*This is not the standard CBC run by HR. There is an additional cost starting at \$80

DUTIES AND RESPONSIBILITIES

1 SENTENCE SUMMARY OF POSITION RESPONSIBILITIES (NO MORE THAN 255 CHARACTERS):	
To direct, manage, organize and build all Sales department activities and responsibilities pertinent to the selling of advertising time on KOMU-TV. Develop revenue forecasts and meet or exceed subsequent goals based on station and market performance.	
JOB DUTIES: Duties the employee must be able to perform.	
% of Job Duties	DESCRIPTION OF DUTIES
5%	Plan overall revenue budgets (local & national) by determining market growth and station share
10%	Plan rate card, subject to change based on actual, projected ratings to achieve monthly budgets
20%	Provide the objectives and strategies to the sales management and the sales force in order to attain the annual sales budget.
10%	Plan and outline all special programming (local, sports, movies, syndication, etc.) needed to assist in achieving sales goals by recommending same to General Manager and Program Director
20%	Work with Traffic Manager to control inventory on a daily basis to maximize revenue by pricing according to the findings.
5%	Administer wages, salaries and commissions for the commission for the commission and non-commission members of the sales team through performance evaluation and account list management
5%	Plan and administer Sales Department expenses in accordance with approved business plan
10%	Lead sales team in development of client and community relationships beneficial to KOMU-TV's business interests
15%	Watch for working signals of sales achievement in future months by comparing revenue pacing to budget and prior year actual and maintaining continuous dialogue with local clients, agencies and financial circles regarding the local economy
	Maintain close contact with our national representatives and key national agencies in regard to status of network sales activity and the future business environment

ADDITIONAL PREFERRED QUALIFICATIONS	HIRING RANGE
DEPT./DIVISION APPROVALS. Marty Siddall	DATE 10/10/06

University of Missouri-Columbia • Human Resource Services (MU)

Direct Promotion Request Form

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 - Direct Promotion Request Form
 - Current Job Application Form or Resume for employee(s) being considered or recommended.
 - Copy of most recent performance appraisal for employee being recommended for selection (Performance appraisal must be within the last year)
 - E-mail or communication used to announce job opening
3. Human Resource Services will review the qualifications of the candidate(s) for the direct promotion. The selected employee must meet the minimum qualifications of the position. A criminal background check must be run on the final candidate

Position to be Filled by Direct Promotion		
Title Account Executive	Position Number 00021692	Department CTVSTATI
Person Recommended to Fill the Vacancy		
Name Patti Coble	Present Title & Position Number National Sales Coordinator 00005383	EMPL ID 01013897
Basis for Promotion (Check One)		
<input checked="" type="checkbox"/> Best Qualified in the Department <input type="checkbox"/> Most Departmental Seniority <input type="checkbox"/> Other (attach written explanation)		
Method Used to Announce the Vacancy Within the Department (Please Attach E-mail.)		
E-mail to staff.		
Others in the Department Who Applied for the Vacancy (use reverse side of form if necessary)		
Name	Present Title & Position Number	EMPL ID
Name	Present Title & Position Number	EMPL ID
Department Signature and Date (If a screening committee was utilized, please submit a list with name, title, race, and sex of committee members.)		
Proposed Salary Offer \$6,000.00 + KOM Effective Date 12/01/06		
This action will become effective after a PAF has been processed with all approving signatures		
HRS Signature <i>Rita Emanuel</i> Position Underutilized <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Date 10/27/06 Direct Promotion Request <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		



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ACCOUNT EXECUTIVE OPENING IN SALES DEPT.

KOMU-TV, The CW, WX Plus and KOMU.com has an immediate opening for an Account Executive.

Our new account executive will contact current and prospective customers, discuss customer marketing goals and recommend and sell specific advertising schedules that will attain the customer's goals. The AE will maintain specific records of client activities, establish a sound revenue budgeting process and prepare all paperwork necessary to get the client on the air in a timely manner.

Our candidate must have a bachelor's degree or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Six months sales experience is necessary.

Interested candidates should submit a resume to Al Leidl, General Sales Manager, by 5pm on Wednesday, October 25, 2006.

University of Missouri
Personnel Requisition

Name of Applicant Hired Patricia Cable	
Starting Date 12/1/06	Underutilized- Y/N
Rate of Pay 6,000 + KOM	

BEO Code	Posting Period	Salary Range	Recuriter	Vacancy Number 1005328
TITLE Account Executive		JOB CODE 0035	PEOPLESFT POSITION # 00021692	HOME DEPARTMENT CODE CTVSTATI
OPENINGS 1	FTE 1.00	STATUS <input checked="" type="checkbox"/> Full time (40hrs or more) <input type="checkbox"/> Part time (less than 40hr)	BENEFIT STATUS <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Temporary	POSTING TYPE External <input type="checkbox"/> Internal <input checked="" type="checkbox"/> Union <input type="checkbox"/> Direct Promotion <input type="checkbox"/>
WORKING HOURS Various	WORK LOCATION KOMU-TV, 5550 Hwy 63 S	DIVISION Admin/Bus Svcs	PERSON BEING REPLACED Rick Stoneking	JOB DESCRIPTION ID
SUPERVISOR OR INTERVIEWER Al Leidl	PERSON TO RECEIVE APPLICATIONS Al Leidl	EMPLID of person to RECEIVE APPLICATIONS 01006101	MAILING ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT 5550 Highway 63 South	E-MAIL ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT LeidlA@missouri.edu

ADVERTISING (Please attach Ad copy)	AD LOCATION(S)
MOCODE (5 Digits) Account Number (6 Digits) Dates to Run	

GRANT FUNDING	CRIMINAL BACKGROUND CHECK
Is the position grant funded? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	FREE BASED CBC Required? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide the date the grant ends if available:	*This is not the standard CBC run by HR. There is an additional cost starting at \$80

DUTIES AND RESPONSIBILITIES

2 SENTENCE SUMMARY OF POSITION RESPONSIBILITIES (NO MORE THAN 255 CHARACTERS):

To sell established and prospective customers advertising air time on a University television station.

JOB DUTIES: Duties the employee must be able to perform

% of Job Duties	Check if essential function	DESCRIPTION OF DUTIES
75%		Contact current and prospective customers to sell advertising time. Discuss customer marketing goals via client need analysis to ascertain the needs of the client. Recommend to customer specific commercial schedules that will attain to customer goals. Maintain specific records of client activities and establish a sound budgeting process.
15%		Prepare sales contract, traffic instructions, production requests and all paperwork necessary to get client on the air in a timely matter. Review production copy with client.
10%		Provide customer follow up to retain clients for long periods of time. Provide collection efforts so the sale goes in full cycle.

ADDITIONAL PREFERRED QUALIFICATIONS	HIRING RANGE: \$6000 plus commission
DEPT /DIVISION APPROVALS. Marty Siddall	DATE: 10/26/06

**ACCOUNT EXECUTIVE**

Department:	TV Station	Vacancy Number:	1005328
Posting Type:	Direct Promote	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	Salary commensurate with applicant's education and experience.
Recruiter:	Emanuel, Larita Michelle	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

To sell established and prospective customers advertising air time on a University television station.

Required Qualifications:

A bachelor's degree in communications or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Six months of experience in sales is necessary.

Preferred Qualifications:**Detailed Description:**

Contact current and prospective customers to sell advertising time. Discuss customer marketing goals via client need analysis to ascertain the needs of the client. Recommend to customer specific commercial schedules that will attain to customer goals. Maintain specific records of client activities and establish a sound budgeting process. Prepare sales contract, traffic instructions, production requests and all paperwork necessary to get client on the air in a timely matter. Review production copy with client. Provide customer follow up to retain clients for long periods of time. Provide collection efforts so the sale goes in full cycle.

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Vacancy Number: 1005328 ☒ Direct Promote

Final Candidate: COBLE, PATRICIA DOB: 7/20/1957

Offer Amount: 500.00 EMPLID: 489666970

Wage Type: M Position #: 00021692

Start Date: 12/1/2006 Department: TV Station

Job Code: 0035 Posting Type: Direct Promote

Recruiter Notes: Empl ID 01013897

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date:

(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.

10/30/2006

Direct Promotion Request Form

1. Contact Human Resource Services to determine whether the direct promotion procedure can be used to fill a vacant position. Titles underutilized for females or minorities require special approval. (See Human Resources Policy IIR 111)
2. Departments send the following information to Human Resource Services (MU):
 - Personnel Requisition (UM Form 88)
 - --With appropriate approvals
 - Direct Promotion Request Form
 - Current Job Application Form or Resume for employee(s) being considered or recommended.
 - Copy of most recent performance appraisal for employee being recommended for selection (Performance appraisal must be within the last year)
 - E-mail or communication used to announce job opening
3. Human Resource Services will review the qualifications of the candidate(s) for the direct promotion. The selected employee must meet the minimum qualifications of the position. A criminal background check must be run on the final candidate

Position to be Filled by Direct Promotion		
Title National Sales Coordinator	Position Number 00005383	Department CTVSTATI
Person Recommended to Fill the Vacancy		
Name Chris Scott	Present Title & Position Number Administrative Assistant 00006042	EMPL ID 01055830
Basis for Promotion (Check One) <input checked="" type="checkbox"/> Best Qualified in the Department <input type="checkbox"/> Most Departmental Seniority <input type="checkbox"/> Other (attach written explanation)		
Method Used to Announce the Vacancy Within the Department (Please Attach E-mail.) E-mail to staff.		
Others in the Department Who Applied for the Vacancy (use reverse side of form if necessary)		
Name	Present Title & Position Number	EMPL ID
Name	Present Title & Position Number	EMPL ID
Department Signature and Date (If a screening committee was utilized, please submit a list with name, title, race, and sex of committee members)		
Proposed Salary Offer <u>\$29,250.00</u> Effective Date <u>12/01/06</u> This action will become effective after a PAF has been processed with all approving signatures		
HRS Signature <u>L. R. Emanuel</u> Date <u>11/13/06</u>		Position Underutilized <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Direct Promotion Request <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied



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NATIONAL SALES COORDINATOR
OPENING IN SALES DEPT.

KOMU-TV, The CW, WX Plus and KOMU.com has an immediate opening for a National Sales Coordinator.

Our new National Sales Coordinator will assist the NSM and represent our stations in dealings with our national sales rep firm and national agencies in all aspects of national sales. Responsibilities include, but are not limited to entering contracts into the traffic system, notifying and resolving agencies of pre empts, scheduling make-goods, notifying agencies of program changes, reconciling discrepancies and maintaining the appropriate files. In addition the national sales coordinator is responsible for handling all paid programming that includes providing avails, setting rates, scheduling the programs and collecting the money.

Our candidate must have an associates degree or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Plus experience in advertising sales.

Interested candidates should submit a resume to Al Leidl, General Sales Manager, by 5pm on Tuesday, November 7, 2006.



UNIVERSITY OF MISSOURI-COLUMBIA

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**University of Missouri
Personnel Requisition**

Name of Applicant Filled Christopher Scott	
Starting Date 12/1/06	Underutilized Y/N
Rate of Pay \$ 29250.00	

EEO Code	Posting Period	Salary Range	Recruiter	Vacancy Number 1005501
----------	----------------	--------------	-----------	----------------------------------

TITLE National Sales Coordinator		JOB CODE 6401	PEOPLESFT POSITION # 00005383	HOME DEPARTMENT CODE CTVSTATI	
OPENINGS 1	FTE 1.00	STATUS <input checked="" type="checkbox"/> Full time (40hrs or more) <input type="checkbox"/> Part Time (less than 40hr)	BENEFIT STATUS <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Temporary	POSTING TYPE External <input type="checkbox"/> Internal <input checked="" type="checkbox"/> Union <input type="checkbox"/> Direct Promotion <input type="checkbox"/>	
WORKING HOURS Various	WORK LOCATION KOMU-TV, 5550 Hwy 63 S		DIVISION Admin/Bus Svcs	PERSON BEING REPLACED Patti Coble	JOB DESCRIPTION ID
SUPERVISOR OR INTERVIEWER Al Leith	PERSON TO RECEIVE APPLICATIONS Al Leith	EMPLID of person to RECEIVE APPLICATIONS 01006101	MAILING ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT 5550 Highway 63 South		E-MAIL ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT LeithA@missouri.edu

ADVERTISING (Please attach Ad copy)	AD LOCATION(S)
MOCODE (5 Digits) Account Number (6 Digits) Dates to Run	

GRANT FUNDING	CRIMINAL BACKGROUND CHECK
Is the position grant funded? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	FEE BASED CBC Required? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide the date the grant ends if available:	*This is not the standard CBC run by HR. There is an additional cost starting at \$80

DUTIES AND RESPONSIBILITIES

2 SENTENCE SUMMARY OF POSITION RESPONSIBILITIES (NO MORE THAN 255 CHARACTERS): To represent KOMU-TV in the negotiation and evaluation of direct marketing advertising sales contracts with national sales representatives		
JOB DUTIES: Duties the employee must be able to perform.		
% of Job Duties	Check if essential function	DESCRIPTION OF DUTIES
75%		Assist National Sales Manager in dealings with national sales rep firms and national agencies: Enter contracts into traffic system, notify and resolve agencies of preempts and program changes, schedule make goods, reconcile discrepancies and maintain appropriate files
25%		Set rates, provide avails, schedule programs and collect money for all paid programming.

ADDITIONAL PREFERRED QUALIFICATIONS	HIRING RANGE
DEPT /DIVISION APPROVALS: Marty Siddall	DATE: 11/09/06

**NATIONAL SALES COORDINATOR KOMU-TELEVISION**

Department:	TV Station	Vacancy Number:	1005501
Posting Type:	Direct Promote	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$27,078.00 to \$45,492.00
Recruiter:	Emanuel, Larita Michelle	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

To represent KOMU-TV in the negotiation and evaluation of direct marketing advertising sales contracts with national sales representatives.

Required Qualifications:

An Associate's degree in communications or a related area or an equivalent combination of education and experience plus two to three years experience in advertising sales negotiations and rate setting are necessary.

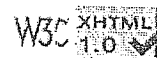
Preferred Qualifications:**Detailed Description:**

Assist National Sales Manager in dealings with national sales rep firms and national agencies: Enter contracts into traffic system, notify and resolve agencies of preempts and program changes, schedule make goods, reconcile discrepancies and maintain appropriate files. Set rates, provide avails, schedule programs and collect money for all paid programming.

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Vacancy Number	1005501	<input checked="" type="checkbox"/> Direct Promote	
Final Candidate	SCOTT, CHRISTOPHER	DOB	12/29/1977
Offer Amount	2437.50	EMPLID	500809083
Wage Type	H	Position #	00005383
Start Date	12/1/2006	Department	TV Station
Job Code	6401	Posting Type	Direct Promote
Recruiter Notes	Empl ID 01055830		
<div>Validations Returned <input checked="" type="checkbox"/> POET (if required) <input checked="" type="checkbox"/> CBC</div>		<div>Entry Date: 11/13/2006 (The date will be entered when the CBC Returned box is checked.) This date cannot be changed.</div>	
<div>Close</div>			

Direct Promotion Request Form

1. Contact Human Resource Services to determine whether the direct promotion procedure can be used to fill a vacant position. Titles underutilized for females or minorities require special approval. (See Human Resources Policy HR 111)
2. Departments send the following information to Human Resource Services (MU):
 - Personnel Requisition (UM Form 88)
 - –With appropriate approvals
 - Direct Promotion Request Form
 - Current Job Application Form or Resume for employee(s) being considered or recommended.
 - Copy of most recent performance appraisal for employee being recommended for selection. (Performance appraisal must be within the last year.)
 - E-mail or communication used to announce job opening.
3. Human Resource Services will review the qualifications of the candidate(s) for the direct promotion. The selected employee must meet the minimum qualifications of the position. A criminal background check must be run on the final candidate.

Position to be Filled by Direct Promotion		
Title National Sales Manager	Position Number 00017859	Department CTVSTATI
Person Recommended to Fill the Vacancy		
Name John Parker	Present Title & Position Number Account Executive 00018977	EMPL ID 10203172
Basis for Promotion (Check One)		
<input checked="" type="checkbox"/> Best Qualified in the Department <input type="checkbox"/> Most Departmental Seniority <input type="checkbox"/> Other (attach written explanation)		
Method Used to Announce the Vacancy Within the Department (Please Attach E-mail.)		
E-mail to staff.		
Others in the Department Who Applied for the Vacancy (use reverse side of form if necessary)		
Name Steve Alexander	Present Title & Position Number Account Executive 00005457	EMPL ID 10219670
Name Andrea Kaiser	Present Title & Position Number 01011047	EMPL ID 00018608
Department Signature and Date (If a screening committee was utilized, please submit a list with name, title, race, and sex of committee members.)		
Proposed Salary Offer <u>\$24,000.00 plus commission</u> Effective Date <u>01/01/07</u> This action will become effective after a PAF has been processed with all approving signatures.		
HRS Signature <u>R. R. Emanuel</u> Position Underutilized <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date <u>11/22/06</u> Direct Promotion Request <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		



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NATIONAL SALES MANAGER OPENING IN SALES DEPT.

KOMU-TV, The CW, WX Plus and KOMU.com has an immediate opening for a National Sales Manager.

Our new national sales manager will manage all aspects of national sales for our stations including the negotiation of rates and terms for national advertising with our national sales representative firm and national agencies. Additional duties will include managing any local and regional business that is assigned plus handling local, regional and national political business. Our national sales manager will help train AE's in effective selling techniques and assist in creation of sales pieces for use by both our local and national sales teams. Working with and reporting directly to the general sales manager the national sales manager will plan and recommend courses of action to increase sales revenue of our stations and participate in the formulation of sales policies and procedures. The national sales manager will maintain specific records of client activities and establish a sound revenue budgeting process for national sales and any assigned local and regional business.

Our candidate must have a bachelor's degree or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Two to three years of local, regional or national television sales experience is required.

Interested candidates should submit a resume to Al Leidl, General Sales Manager, by 5pm on Wednesday, November 1, 2006.



UNIVERSITY OF MISSOURI-COLUMBIA

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University of Missouri
Personnel Requisition

Name of Applicant: John Pepper
Starting Date: 11/1/07
Rate of Pay: \$4,000 + Commission
Vacancy Number: 1005619

REQ Code	Posting Period	Salary Range	Recruiter	Vacancy Number
				1005619
TITLE		JOB CODE	PEOPLESFT POSITION #	HOME DEPARTMENT CODE
National Sales Manager		6402	00017839	CTVSTATI
OPENINGS	FTE	STATUS	BENEFIT STATUS	POSTING TYPE
1	1.00	<input checked="" type="checkbox"/> Full time (40hrs or more) <input type="checkbox"/> Part Time (less than 40hr)	<input checked="" type="checkbox"/> Regular <input type="checkbox"/> Temporary	External: <input type="checkbox"/> Internal: <input checked="" type="checkbox"/> Union: <input type="checkbox"/> Direct Promotion: <input type="checkbox"/>
WORKING HOURS	WORK LOCATION		DIVISION	PERSON BEING REPLACED
Various	KOMU-TV, 5550 Hwy. 63 S.		Admin/Bus Svcs.	Tom Dugan
SUPERVISOR OR INTERVIEWER		PERSON TO RECEIVE APPLICATIONS	EMPLID of person to RECEIVE APPLICATIONS	MAILING ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT
Al Leidl		Al Leidl	01006101	5550 Highway 63 South
				E-MAIL ADDRESS TO WHICH APPLICATIONS SHOULD BE SENT
				Leit1A@missouri.edu

ADVERTISING (Please attach Ad copy)	AD LOCATION(S)
MOCODE (5 Digits): Account Number (6 Digits): Dates to Run:	

GRANT FUNDING	CRIMINAL BACKGROUND CHECK
Is the position grant funded? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	FEE BASED CBC Required? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please provide the date the grant ends if available:	*This is not the standard CBC run by HR. There is an additional cost starting at \$80.

DUTIES AND RESPONSIBILITIES

2 SENTENCE SUMMARY OF POSITION RESPONSIBILITIES (NO MORE THAN 255 CHARACTERS):		
Manage all aspects of national sales of commercial accounts for KOMU-TV. This includes the negotiation of rates and terms for all national commercial advertising with representative firm and national agencies.		
JOB DUTIES: Duties the employee must be able to perform.		
% of Job Duties	Check if <u>essential function</u>	DESCRIPTION OF DUTIES
40%		Manage all national commercial accounts in conjunction with national representative firm and all local or regional accounts as assigned.
20%		Provide sales information to advertising agency and representative firm in a timely manner.
10%		Prepare comparison studies by accounts to assist the representative firm's sales efforts in the advance of advertising placement.
10%		Formulate annual budget and sales projections.
10%		Manage all political advertising as assigned.
10%		Prepare package plans for sporting events, other special programming, and spot schedules to help representative firm present to national agencies
ADDITIONAL PREFERRED QUALIFICATIONS		HIRING RANGE:
		\$24000 plus commission
DEPT./DIVISION APPROVALS:		DATE:
Marty Siddall		11/20/06

**NATIONAL SALES MANAGER**

Department:	TV Station	Vacancy Number:	1005619
Posting Type:	Direct Promote	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	Salary commensurate with applicant's education and experience.
Recruiter:	Emanuel, Larita Michelle	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

Manage all aspects of national sales of commercial accounts for KOMU-TV. This includes the negotiation of rates and terms for all national commercial advertising with representative firm and national agencies.

Required Qualifications:

A bachelor's degree in Communications or related area, or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary.

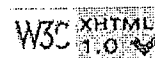
Preferred Qualifications:**Detailed Description:**

Manage all national commercial accounts in conjunction with national representative firm and all local or regional accounts as assigned. Provide sales information to advertising agency and representative firm in a timely manner. Prepare comparison studies by accounts to assist the representative firm's sales efforts in the advance of advertising placement. Formulate annual budget and sales projections. Manage all political advertising as assigned. Prepare package plans for sporting events, other special programming, and spot schedules to help representative firm present to national agencies.

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Vacancy
Number

1005619

☒ Direct Promote

Final Candidate

PARKER, JOHN

DOB

2/21/1971

Offer Amount

2000.00

EMPLID:

335547410

Wage Type

M

Position #

00017859

Start Date

1/1/2007

Department:

TV Station

Job Code

6402

Posting Type:

Direct Promote

Recruiter Notes

Empl ID 10203172

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date:

11/20/2006

(The date will
be entered
when the CBC
Returned box is
checked.) This
date cannot be
changed.

SELECTION DOCUMENTATION

This form serves as documentation of compliance with Affirmative Action Guidelines and *MUST BE* completed.

Title: Account Executive Vacancy #: 1005649

Position #: 00018977 Recruiter Name: Larita Emanuel

List all applicants contacted and/or interviewed and the reason(s) for withdrawal or non-selection (as noted below). Attach additional sheets if necessary.

APPLICANT NAME	NON-SELECTION REASON *	RACE/ETHNICITY	GENDER
Louise Honea	8- Decided to hire Claudia		
Jessica Belt	3		

*Non-selection reasons (choose all that apply): (1) Poor interview; (2) Unable to contact, (3) Offer refused, (4) Application withdrawn; (5) No show for interview, (6) Questionable employment history, (7) No skills match; &/or (8) other (please note above).

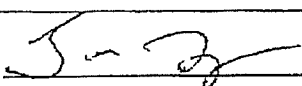
Name of Applicant Hired: Claudia Cinco

Based on the established qualifications for this position, state why the applicant was hired. For example, what knowledge, skills, and abilities made this person stand out.

Complete this document within one (1) week of offer being accepted.

Please return this form to Keesha Jones at jonesk@missouri.edu. **Return any applications not received on-line.**

Was a screening committee used? ☒ No ☐ Yes (If yes, please attach a list of each member's name, race, and gender.)

 (Signature)	(for hard copy use only) <u>2/14/07</u> Date
Name and Title <u>Tom Dugan - General Sales Manager</u>	

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1005649	1	Closed	2/9/2007
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00018977	COLUM
			DEPTID
			CTVSTATI

Enter MoCo

BRIEF SUMM

To sell establ
television sta

DEPARTMENT NAME	Hiring Managers
TV Station	
DEPARTMENT URL	
POSTING TYPE	POST TO INTERNET?
External	Y
	N
HOURS/DAYS/LOCATION	
Working hours vary.	

PREFERRED

JOB CODE	TITLE	UNDERUTILIZATION
0035	ACCOUNT EXECUTIVE	

POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL	HOURS	FTE	UNION
11/28/2006	12/4/2006	Y	40	100	N

GEOGRAPHIC LOCATION
Columbia

POSTING LOCATION CATEGORY
Communication, Arts and Media

DETAILED DE

<p />Contact
customer ma
client. Recor
customer go
budgeting pr

<p />Prepare
paperwork n
copy with cli

<p />Provide
collection eff

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N		N	Y
USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM	
N	\$0.00	\$0.00	

A bachelor's degree in communications or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Six months of experience in sales is necessary.

RECRUITER

ides

PRIMARY

lished and prospective customers advertising air time on a University
tion.

QUALIFICATIONS

DESCRIPTION

current and prospective customers to sell advertising time. Discuss
marketing goals via client need analysis to ascertain the needs of the
mmend to customer specific commercial schedules that will attain to
als. Maintain specific records of client activities and establish a sound
ocess.

sales contract, traffic instructions, production requests and all
ecessary to get client on the air in a timely matter. Review production
ent.

customer follow up to retain clients for long periods of time. Provide
orts so the sale goes in full cycle.

NOTES

**ACCOUNT EXECUTIVE**

Department:	TV Station	Vacancy Number:	1005649
Posting Type:	External	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	Salary commensurate with applicant's education and experience.
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

To sell established and prospective customers advertising air time on a University television station.

Required Qualifications:

A bachelor's degree in communications or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Six months of experience in sales is necessary.

Preferred Qualifications:**Detailed Description:**

Contact current and prospective customers to sell advertising time. Discuss customer marketing goals via client need analysis to ascertain the needs of the client. Recommend to customer specific commercial schedules that will attain to customer goals. Maintain specific records of client activities and establish a sound budgeting process.

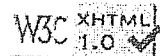
Prepare sales contract, traffic instructions, production requests and all paperwork necessary to get client on the air in a timely matter. Review production copy with client.

Provide customer follow up to retain clients for long periods of time. Provide collection efforts so the sale goes in full cycle.

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Vacancy Number 1005649 ☒ Direct Promote

Final Candidate Cinco, Claudia Ximena DOB 3/12/1980

Offer Amount 500.00 EMPLID: 593250092

Wage Type M Position #: 00018977

Start Date 2/26/2007 Department: TV Station

Job Code 0035 Posting Type: External

Recruiter Notes

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date: 2/9/2007
(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.

SELECTION DOCUMENTATION

This form serves as documentation of compliance with Affirmative Action Guidelines and **MUST BE** completed.

Title: TV DIRECTOR Vacancy #: 1006652 Position #: _____

List all applicants contacted and/or interviewed and the reason(s) for withdrawal or non-selection (as noted below). Attach additional sheets if necessary.

APPLICANT NAME	NON-SELECTION REASON *	RACE/ETHNICITY	GENDER
JARED TORRET	7		

*Non-selection reasons (choose all that apply): (1) Poor interview; (2) Unable to contact, (3) Offer refused, (4) Application withdrawn; (5) No show for interview, (6) Questionable employment history; (7) No skills match, &/or (8) other (please note above).

Name of Applicant Hired: LINDSEY TYLER

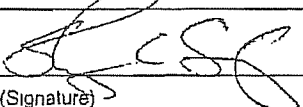
Based on the established qualifications for this position, state why the applicant was hired. For example, what knowledge, skills, and abilities made this person stand out.

LINDSEY TYLER HAS BEEN WORKING AT KOMU-TV AND HAS AN EXEMPLARY EMPLOYMENT RECORD. HER EDUCATION AND KNOWLEDGE IN LIVE BROADCAST TELEVISION ALONG WITH HER ABILITIES AS A TV DIRECTOR MAKE HER THE PERFECT CANDIDATE FOR THE POSITION

Complete this document within two (2) weeks of offer being accepted.

Please return this form to Human Resource Services, 130 Heinkel Building, 201 South 7th Street. **You do not need to return any applications received online.**

Was a screening committee used? ☒ No ☐ Yes (If yes, please attach a list of each member's name, race, and gender)

(for hard copy use only)	
 (Signature)	<u>3/27/07</u> Date
Name and Title <u>SHERY C. SILVEY - MANAGER OF PRODUCTION OPERATIONS</u> (please print)	

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1006652	1	Closed	4/19/2007
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00005875	COLUM
		DEPTID	CTVSTATI

Enter MoCo

BRIEF SUMMARY

To direct live supervise stu

DEPARTMENT NAME	Hiring Managers
TV Station	
DEPARTMENT URL	
POSTING TYPE	POST TO INTERNET?
Internal	Y
MULTIPLE POSTING LOC	
N	
HOURS/DAYS/LOCATION	
Working hours vary.	

PREFERRED

You must be

JOB CODE	TITLE	UNDERUTILIZATION
9435	TV DIRECTOR	
POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL
3/15/2007	3/21/2007	Y
HOURS	FTE	UNION
40	100	N

DETAILED DESCRIPTION

<p>Direct the production: Direct the arr production s sequence of tapes; cue at sources, mic

<p>Function

<p>Operate c generator, sti guests and ir

GEOGRAPHIC LOCATION
Columbia
POSTING LOCATION CATEGORY
Communication, Arts and Media

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N	N	N	N
USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM	
N	\$9.74	\$14.84	

An Associate's degree in a communications related area or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Six months experience in TV production is necessary.

RECRUITER

ides

ARY

and taped TV productions as well as recruit, train, schedule and
adio crews.

QUALIFICATIONS

a current University of Missouri employee to apply.

DESCRIPTION

a set up of commercial, promotional, or news programs for TV

angement of lighting, microphones, and individual seating/placement of
et ups. Direct the movement of cameras, selection of camera shots, and
shots. Direct the audio engineer, of audio sources, microphones, audio
dio engineer during productions. Direct the audio engineer, of audio
rophones, audio tapes; cue audio engineer during productions. </p>

as director or technical director as needed. </p>

cameras, studio and mini-camera; operate electronic character
ill store, clip servers and any other studio related equipment. Greet
nform them of procedures and schedules. </p>

NOTES

**TV-DIRECTOR**

Department:	TV Station	Vacancy Number:	1006652
Posting Type:	Internal	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$9.74 to \$14.84
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

To direct live and taped TV productions as well as recruit, train, schedule and supervise studio crews.

Required Qualifications:

An Associate's degree in a communications related area or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Six months experience in TV production is necessary.

Preferred Qualifications:

You must be a current University of Missouri employee to apply.

Detailed Description:

Direct the set up of commercial, promotional, or news programs for TV production: Direct the arrangement of lighting, microphones, and individual seating/placement of production set ups. Direct the movement of cameras, selection of camera shots, and sequence of shots. Direct the audio engineer, of audio sources, microphones, audio tapes; cue audio engineer during productions. Direct the audio engineer, of audio sources, microphones, audio tapes; cue audio engineer during productions.

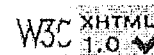
Function as director or technical director as needed.

Operate cameras, studio and mini-camera; operate electronic character generator, still store, clip servers and any other studio related equipment. Greet guests and inform them of procedures and schedules.

[[Close this window](#)]

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Tuesday, March 6, 2001



Vacancy Number 1006652 ☒ Direct Promote

Final Candidate TYLER, LINDSEY Leigh DOB 11/11/1983

Offer Amount 9.74 EMPLID: 493888916

Wage Type H Position #: 00005875

Start Date 3/25/2007 Department: TV Station

Job Code 9435 Posting Type: Internal

Recruiter Notes

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date: 3/22/2007

(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.

SELECTION DOCUMENTATION

This form serves as documentation of compliance with Affirmative Action Guidelines and **MUST BE** completed.

Title: TV Anchor Vacancy #: 1006865 Position #: 00021090

List all applicants contacted and/or interviewed and the reason(s) for withdrawal or non-selection (as noted below). Attach additional sheets if necessary.

APPLICANT NAME	NON-SELECTION REASON *	RACE/ETHNICITY	GENDER
Emily Matthews	4	C	F
Lauren Whitney		C	F

*Non-selection reasons (choose all that apply): (1) Poor interview, (2) Unable to contact, (3) Offer refused; (4) Application withdrawn, (5) No show for interview, (6) Questionable employment history, (7) No skills match, &/or (8) other (please note above)

Name of Applicant Hired: Lauren Whitney

Based on the established qualifications for this position, state why the applicant was hired. For example, what knowledge, skills, and abilities made this person stand out.
Prior experience, chemistry with morning team, anchoring ability

Complete this document within two (2) weeks of offer being accepted.

Please return this form to Human Resource Services, 130 Heinkel Building, 201 South 7th Street. **You do not need to return any applications received online.**

Was a screening committee used? ☒ No ☐ Yes (If yes, please attach a list of each member's name, race, and gender.)

(for hard copy use only)

(Signature)

Date

Name and Title Stacey Woelfel, News Director
(please print)

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1006865	1	Closed	6/25/2007
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00021090	COLUM
		DEPT ID	CTVSTATI

Enter MoCo

BRIEF SUMMARY

The person fi
Monday throu
public appear

DEPARTMENT NAME	Hiring Managers
TV Station	
DEPARTMENT URL	
POSTING TYPE	POST TO INTERNET?
External	Y
MULTIPLE POSTING LOC	
N	
HOURS/DAYS/LOCATION	
Various working hours	

PREFERRED

A Bachelor
equivalent cc
knowledge ar

Two to three

JOB CODE	TITLE	UNDERUTILIZATION
9432	TV ANCHOR-KOMU	

POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL	HOURS	FTE	UNION
4/4/2007	4/10/2007	Y	40	100	N

DETAILED DESCRIPTION

<p>Develop,
Today. Plan
service, spor

<p>Host pro
station. </p>

<p>Produce :

<p>Review p
entire news p
and taping ol

<p>Provide r

GEOGRAPHIC LOCATION
Columbia

POSTING LOCATION CATEGORY
Communication, Arts and Media

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N		N	Y

USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM
N	\$25,897.00	\$47,250.00

A Bachelor's degree in Journalism or Communications is necessary. Two to three years of experience in television production is required.

RECRUITER

ides

ARY

illing the position is assigned to anchor the KOMU News program, ough Friday, as well as report for other newscasts. He/she also makes rances and performs other assigned newsroom duties.

QUALIFICATIONS

or's degree in Journalism, a communications-related area or an mbination of education and experience from which comparable nd abilities can be acquired is necessary.

years experience in television production is necessary.

DESCRIPTION

research, write, edit, voice, and anchor news material for KOMU News and produce live or taped news, informational, human interest, public ts, and public affairs programming. </p>

motions and attend community events as an ambassador of the

special projects as assigned, including operating field equipment. </p>

roduction to assure desired results are attained, including coordinating roduction with director, crew, talent in the studio, and supervise talent f programs on location. </p>

ewsroom editorial support as needed. </p>

NOTES

**TV ANCHOR-KOMU**

Department:	TV Station	Vacancy Number:	1006865
Posting Type:	External	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$25,897.00 to \$47,250.00
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Various working hours

Summary:

The person filling the position is assigned to anchor the KOMU News program, Monday through Friday, as well as report for other newscasts. He/she also makes public appearances and performs other assigned newsroom duties.

Required Qualifications:

A Bachelor's degree in Journalism or Communications is necessary. Two to three years of experience in television production is required.

Preferred Qualifications:

A Bachelor's degree in Journalism, a communications-related area or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Two to three years experience in television production is necessary.

Detailed Description:

Develop, research, write, edit, voice, and anchor news material for KOMU News Today. Plan and produce live or taped news, informational, human interest, public service, sports, and public affairs programming.

Host promotions and attend community events as an ambassador of the station.

Produce special projects as assigned, including operating field equipment.

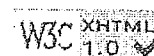
Review production to assure desired results are attained, including coordinating entire news production with director, crew, talent in the studio, and supervise talent and taping of programs on location.

Provide newsroom editorial support as needed.

[\[Close this window \]](#)

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Vacancy Number	1006865	<input checked="" type="checkbox"/> Direct Promote	
Final Candidate	Whitney, Lauren Michelle	DOB	1/27/1984
Offer Amount	2166.66	EMPLID:	488906873
Wage Type	M	Position #:	00021090
Start Date	5/2/2007	Department:	TV Station
Job Code	9432	Posting Type:	External
Recruiter Notes			
<div>Validations Returned <input checked="" type="checkbox"/> POET (if required) <input checked="" type="checkbox"/> CBC</div>		<div>Entry Date: (The date will be entered when the CBC Returned box is checked.) This date cannot be changed.</div>	
<div>Close</div>			

Vacancy Number	1006865	<input checked="" type="checkbox"/> Direct Promote	
Final Candidate		DOB	
Offer Amount		EMPLID:	
Wage Type		Position #:	00021090
Start Date		Department:	TV Station
Job Code	9432	Posting Type:	External

SELECTION DOCUMENTATION

This form serves as documentation of compliance with Affirmative Action Guidelines and *MUST BE* completed.

Title: Broadcast Electronics Technician I Vacancy #: 1007999 Position #: _____

List all applicants contacted and/or interviewed and the reason(s) for withdrawal or non-selection (as noted below). Attach additional sheets if necessary.

APPLICANT NAME	NON-SELECTION REASON *	RACE/ETHNICITY	GENDER
Taylor Richard	(8) No recent broadcast experience with automation	C	Male
John Duncan	(8) No recent broadcast experience with automation	C	Male

*Non-selection reasons (choose all that apply): (1) Poor interview; (2) Unable to contact; (3) Offer refused; (4) Application withdrawn; (5) No show for interview; (6) Questionable employment history; (7) No skills match; &/or (8) other (please note above).

Name of Applicant Hired: Robert Wooldridge

Based on the established qualifications for this position, state why the applicant was hired. For example, what knowledge, skills, and abilities made this person stand out.

Applicant has been employed in television station in similar position, and shows aptitude for advancement at station.

Complete this document within two (2) weeks of offer being accepted.

Please return this form to Human Resource Services, 130 Heinkel Building, 201 South 7th Street. **You do not need to return any applications received online.**

Was a screening committee used? ____ No ____ Yes (If yes, please attach a list of each member's name, race, and gender.)

(for hard copy use only)	
_____ (Signature)	_____ Date
Name and Title Chris Swisher, Manager, Broadcast Operations_ <div style="text-align: center; font-size: small;">(please print)</div>	

VACANCY NUMBER		TARGET OPENINGS		STATUS	STATUS DATE
007999		1		Closed	7/24/2007
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS	DEPTID	
01026045	Jones, Keesha Lenise	00008258	COLUM	CTVSTATI	

Enter MoCo

BRIEF SUMMARY

To operate ra
studio contrc

DEPARTMENT NAME		Hiring Managers	
TV Station			
DEPARTMENT URL			
POSTING TYPE	POST TO INTERNET?	MULTIPLE POSTING LOC	
External	Y	N	
HOURS/DAYS/LOCATION			
Working hours vary.			

PREFERRED

JOB CODE	TITLE	UNDERUTILIZATION			
2126	BROADCAST ELECTRONIC TECHNICIAN I				
POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL	HOURS	FTE	UNION
7/2/2007	7/6/2007	Y	40	100	N
GEOGRAPHIC LOCATION					
Columbia					
POSTING LOCATION CATEGORY					
Communication, Arts and Media					

DETAILED DESCRIPTION

Oper

Operate v

May assis
and general p

 May re

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N	N		Y
USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM	
N	\$11.12	\$17.20	

An Associate's degree including course work in electronics and television or an equivalent combination of education and experience is necessary. (Two or three years of experience of television broadcast operation is necessary in lieu of formal training.)

RECRUITER

ides

ARY

udio and television broadcast equipment, and to serve as broadcast or
l operator.

QUALIFICATIONS

DESCRIPTION

ate radio or television broadcast equipment.

various closed circuit TV equipment.

st radio or television production activities with staff, faculty, students
public.

record live music and drama presentations or performances.

NOTES

**BROADCAST-ELECTRONIC-TECHNICIAN-I**

Department:	TV Station	Vacancy Number:	1007999
Posting Type:	External	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$11.12 to \$17.20
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

To operate radio and television broadcast equipment, and to serve as broadcast or studio control operator.

Required Qualifications:

An Associate's degree including course work in electronics and television or an equivalent combination of education and experience is necessary. (Two or three years of experience of television broadcast operation is necessary in lieu of formal training.)

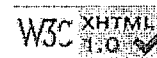
Preferred Qualifications:**Detailed Description:**

- Operate radio or television broadcast equipment.
- Operate various closed circuit TV equipment.
- May assist radio or television production activities with staff, faculty, students and general public.
- May record live music and drama presentations or performances.

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Vacancy Number: 1007999 ☒ Direct Promote

Final Candidate: Wooldridge, Robert Dale DOB: 7/5/1957

Offer Amount: 12.00 EMPLID: 487662529

Wage Type: H Position #: 00008258

Start Date: 8/1/2007 Department: TV Station

Job Code: 2126 Posting Type: External

Recruiter Notes:

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date: 7/20/2007

(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.

UNION BID SHEET

DEPARTMENT/DEPT TV Station--CTVSTATI
 POSITION #: 00013497
 POSTED FROM: 7/16/2008 TO 7/22/2008

TITLE/Job Famil CUSTODIAN/015
 VACANCY #: 1011932

NAME	Seniority	Current Position	Title Code/Job Famil	Department/Deptid	Salary	Class Date	Dept Date	Service Date	EMPLID
Wolfe, Gene A	1	CUSTODIAN	3190/015	TV Station--CTVSTATI	9.79	8/24/2008	8/24/2008	10/8/2007	01058113
Blankenship, Britta ny Nicole	2	ANIMAL CARETAKER	0420/003	Office of Animal Resources--CLABANL	11.08	9/25/2008	9/25/2008	1/25/2007	10245442

Union Bidders are grouped in the following group order:

- Group 1 The Employee and Posting Department codes match and the Employee and Posting Title Job Family Codes match.
- Group 2 The Employee and Posting Department codes match but the Employee and Posting Title Job Family Codes don't match
- Group 3 The Employee and Posting Department codes don't match.

Within each group, they are ordered according to the following dates.

- If dept codes match and Job Family codes match, Class Date is used.
- If dept codes match, but Job Family codes don't match, Department Date is used.
- If dept codes don't match, Service Date is used.

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1011932	1	Closed	12/2/2008
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00013497	COLUM
		DEPTID	CTVSTATI

Enter MoCo

BRIEF SUMMARY
Routine maintenance methods & procedures

DEPARTMENT NAME	Hiring Managers
TV Station	
DEPARTMENT URL	
POSTING TYPE	POST TO INTERNET?
Union	Y
MULTIPLE POSTING LOC	
N	
HOURS/DAYS/LOCATION	
Working hours vary Union Posting Period: 7/16/08-7/22/08 	

PREFERRED

JOB CODE	TITLE	UNDERUTILIZATION
3190	CUSTODIAN	
POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL
7/16/2008	7/22/2008	Y
HOURS	FTE	UNION
40	100	Y

DETAILED DESCRIPTION

<p> Perform sweep floors spot wash w/ building entr. other related <p> Clean as occasionally benches, step observed in f bulbs. May w Prepare room vacuum carp <p> May be a techniques a rooms, recover through the c clean and po Perform misc towels and li similar items <p> May perf checking win superior. May

GEOGRAPHIC LOCATION
Columbia
POSTING LOCATION CATEGORY
Facilities and Services

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N		N	N
USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM	
N	\$9.06	\$10.87	

A job offer for this position is contingent on passing a physical examination to determine if the candidate possesses the physical capabilities necessary to perform the essential functions.

Must be able to read and write. A valid driver's license may be required for certain positions. A person working in this classification will need to be able to lift, carry, and set down objects of moderate weight (25-50 lbs.) on a daily basis, and will also need to grasp broom and mop handles; work around dust and cleaning chemicals; and climb stairs, step stools, and ladders on a daily basis. Physical strength, coordination and stamina sufficient to perform assigned duties.

RECRUITER

ides

ARY

ual work utilizing knowledge of various custodial materials, equipment, rocedures used in maintaining a clean, neat and orderly building.

QUALIFICATIONS

DESCRIPTION

miscellaneous duties in the care and cleaning of university buildings: with broom and dust mops, empty trash receptacles, clean ash cans, alls, dust furniture, clean windows, sweep and shovel snow from ances, clean drinking fountains, wash blackboard, replenish chalk and duties. </p>

signed rooms, halls, entrances, stairways and elevators. May perform general housekeeping tasks requiring standing on stools, pladders or fixed furniture. Reasonable safety standards are to be the performance of work above ground or floor level. May replace light et-mop floors, prepare floors for waxing, apply wax and buff floors. ns for meetings by setting up chairs, tables and necessary equipment; et, polish metal and order custodial supplies as needed. </p>

assigned work in areas requiring special use of disinfectants, cleaning nd sanitation procedures (such as in hospital isolation rooms, operating very rooms and laboratories). Clean and stock restrooms continually day: wet-mop floors, clean and disinfect sinks, stools and commodes; lish mirrors, wash walls and restock restrooms with supplies required. ellaneous duties such as making beds, collecting and distributing nens, supplying rooms with soap, and drinking glasses and other . Report breakage's, damages, thefts and items in need of repair. </p>orm building security duties such as locking and unlocking doors, idows, turning lights on or off, etc., report items that need repair to y inform students, employees and the public of housekeeping

NOTES

**CUSTODIAN**

Department:	TV Station	Vacancy Number:	1011932
Posting Type:	Union	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$9.06 to \$10.87
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Working hours vary

Union Posting Period: 7/16/08-7/22/08

Summary:

Routine manual work utilizing knowledge of various custodial materials, equipment, methods & procedures used in maintaining a clean, neat and orderly building.

Required Qualifications:

A job offer for this position is contingent on passing a physical examination to determine if the candidate possesses the physical capabilities necessary to perform the essential functions. Must be able to read and write. A valid driver's license may be required for certain positions. A person working in this classification will need to be able to lift, carry, and set down objects of moderate weight (25-50 lbs.) on a daily basis, and will also need to grasp broom and mop handles; work around dust and cleaning chemicals; and climb stairs, step stools, and ladders on a daily basis. Physical strength, coordination and stamina sufficient to perform assigned duties.

Preferred Qualifications:**Detailed Description:**

Perform miscellaneous duties in the care and cleaning of university buildings: sweep floors with broom and dust mops, empty trash receptacles, clean ash cans, spot wash walls, dust furniture, clean windows, sweep and shovel snow from building entrances, clean drinking fountains, wash blackboard, replenish chalk and other related duties.

Clean assigned rooms, halls, entrances, stairways and elevators. May occasionally perform general housekeeping tasks requiring standing on stools, benches, stepladders or fixed furniture. Reasonable safety standards are to be observed in the performance of work above ground or floor level. May replace light bulbs. May wet-mop floors, prepare floors for waxing, apply wax and buff floors. Prepare rooms for meetings by setting up chairs, tables and necessary equipment; vacuum carpet, polish metal and order custodial supplies as needed:

May be assigned work in areas requiring special use of disinfectants, cleaning techniques and sanitation procedures (such as in hospital isolation rooms, operating rooms, recovery rooms and laboratories). Clean and stock restrooms continually through the day: wet-mop floors, clean and disinfect sinks, stools and commodes;

clean and polish mirrors, wash walls and restock restrooms with supplies required. Perform miscellaneous duties such as making beds, collecting and distributing towels and linens, supplying rooms with soap, and drinking glasses and other similar items. Report breakage's, damages, thefts and items in need of repair.

May perform building security duties such as locking and unlocking doors, checking windows, turning lights on or off, etc., report items that need repair to superior. May inform students, employees and the public of housekeeping regulations.

Because of necessary fluctuations of workloads, an incumbent in this class may be required, on an occasional basis and according to need, to perform duties outside his/her area at a level of skill the same as or lower than required by his/her ordinary assignment. Normal safety requirements, scheduling and the most efficient use of staff and equipment are taken into consideration in such assignments.

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Vacancy
Number

1011932

☐ Direct Promote

Final Candidate:

wolfe, gene allen

DOB

10/10/1966

Offer Amount

9.41

EMPLID:

491748334

Wage Type:

H

Position #:

00013497

Start Date

Department:

TV Station

Job Code

3190

Posting Type:

Union

Recruiter Notes:

Validations Returned

☐ POET (If required)

☒ CBC

Close

Entry Date:

8/14/2008

(The date will
be entered
when the CBC
Returned box is
checked.) This
date cannot be
changed.

Long, Teresa J.

From: MU HRS
Sent: Wednesday, July 16, 2008 5:44 AM
To: 'local773pe@aol.com'; Cover, Cindy; 'andrewsls@missouri.edu'; 'rehmertm@missouri.edu'
Subject: Union Postings for 7/16/2008

The Union postings for today 7/16/2008 are:

If there are no listings below, there are no union postings for the day.

<https://jobs.missouri.edu/vacdetails.php?vac=1011940>

<https://jobs.missouri.edu/vacdetails.php?vac=1011932>

If you have any questions or concerns regarding this process,
please contact Human Resource Services (MU) at 882-7976.

Note: This message has been produced automatically using MSAccess and VBA.

SELECTION DOCUMENTATION

This form serves as documentation of compliance with Affirmative Action Guidelines and **MUST BE** completed.

Title: SENIOR VIDEO PRODUCER Vacancy #: 1009960 Position #: 00005364

List all applicants contacted and/or interviewed and the reason(s) for withdrawal or non-selection (as noted below). Attach additional sheets if necessary.

APPLICANT NAME	NON-SELECTION REASON *	RACE/ETHNICITY	GENDER
DONALD ABRAMS	7 - LITTLE/NO AVID EDITING	C	M
SHAWN KOBER	1	C	M
BRETT MANIE	8 - MINIMUM SALARY REQUIREMENT	C	M
JANEL DEARMOND	4	A	F
DAVID HARGIS		C	M

*Non-selection reasons (choose all that apply): (1) Poor interview; (2) Unable to contact; (3) Offer refused; (4) Application withdrawn; (5) No show for interview; (6) Questionable employment history, (7) No skills match; &/or (8) other (please note above).

Name of Applicant Hired: DAVID HARGIS

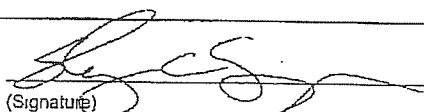
Based on the established qualifications for this position, state why the applicant was hired. For example, what knowledge, skills, and abilities made this person stand out.

MR HARGIS HAS OVER 20 YEARS OF EXPERIENCE IN TELEVISION PRODUCTION HIS BACKGROUND IN DIRECTING, PRODUCING AND POST PRODUCTION OF COMMERCIALS, LIVE BROADCASTS AND LONG FORMAT VIDEO MAKE HIM A GOOD CANDIDATE. HIS PRIOR WORK HISTORY AT KOMU AND HIS WORK ETHIC ARE EXEMPLARY. HE HAS ALSO RESEARCHED MANY ASPECTS OF HD TELEVISION, WHICH WILL BE AN ASSET AS WE TRANSITION TO HIGH DEFINITION FACILITIES.

Complete this document within two (2) weeks of offer being accepted.

Please return this form to Human Resource Services, 130 Heinkel Building, 201 South 7th Street. **You do not need to return any applications received online.**

Was a screening committee used? ☒ No ☐ Yes (If yes, please attach a list of each member's name, race, and gender.)


(Signature)

(for hard copy use only)

2/14/08
Date

Name and Title SHELLY SILVEY, DIRECTOR OF CREATIVE SERVICES, KOMU-TV
(please print)

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1009960	1	Closed	3/4/2008
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00005364	COLUM
		DEPTID	CTVSTATI

Enter MoCo

BRIEF SUMMARY

Produce 1
other video n
participate in
KOMU-TV.

DEPARTMENT NAME	Hiring Managers
TV Station	

DEPARTMENT URL

POSTING TYPE	POST TO INTERNET?	MULTIPLE POSTING LOC
External	Y	N

PREFERRED

HOURS/DAYS/LOCATION
Hours Vary

JOB CODE	TITLE	UNDERUTILIZATION
8662	SENIOR VIDEO PRODUCER	

POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL	HOURS	FTE	UNION
12/27/2007	1/2/2008	Y	40	100	N

DETAILED DESCRIPTION

<p>Produce 1
directly with
concepts, wr
finished proc
production o
<p>Periodica
broadcast. P
may span se
conducting i
and impleme
elements and
multi-media
<p>Participa
and basketba
production o

GEOGRAPHIC LOCATION
Columbia

POSTING LOCATION CATEGORY
Communication, Arts and Media

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N		N	Y

USE HIRING RANGE ?	HIRING MINIMUM	HIRING MAXIMUM
N	\$31,748.00	\$53,338.00

A Bachelor's degree in Broadcast Journalism, or Communications is necessary. Three to four years experience in television production is required.

RECRUITER INFORMATION

ides

ARY

television commercial advertisements, locally originated programs and non-broadcast projects. Develop ideas, research information and actively lead a team oriented creative group to write, produce, and edit materials for

QUALIFICATIONS

DESCRIPTION

materials for broadcast television. The process includes: working with advertisers or agencies and station sales representatives to develop scripts, working on location video taping and editing footage into finished product, acquiring audio elements and directing graphic artists on production of graphics and graphic elements for video & multi-media projects. </p>
<p>Typically produce longer form video projects for broadcast and non-broadcast. The process includes; coordinating, scheduling and directing projects that may last several weeks. Additional responsibilities include: script writing, conducting interviews, working on location video taping, directing, lighting design, editing video footage into finished product, acquiring audio and directing graphic artists on production of graphic elements for video & multi-media projects. </p>
<p>Works on projects contracted to KOMU-TV such as (Tigervision) for football season, MDA Telethon and other events not specifically related to the production of commercials and long format videos. </p>

NOTES

**SENIOR VIDEO PRODUCER**

Department:	TV Station	Vacancy Number:	1009960
Posting Type:	External	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$31,748.00 to \$53,338.00
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Hours Vary

Summary:

Produce television commercial advertisements, locally originated programs and other video non-broadcast projects. Develop ideas, research information and actively participate in a team oriented creative group to write, produce, and edit materials for KOMU-TV.

Required Qualifications:

A Bachelor's degree in Broadcast Journalism, or Communications is necessary. Three to four years experience in television production is required.

Preferred Qualifications:**Detailed Description:**

Produce materials for broadcast television. The process includes: working directly with advertisers or agencies and station sales representatives to develop concepts, write scripts, working on location video taping and editing footage into finished product, acquiring audio elements and directing graphic artists on production of graphics and graphic elements for video & multi-media projects.

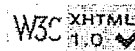
Periodically produce longer form video projects for broadcast and non-broadcast. Process includes; coordinating, scheduling and directing projects that may span several weeks. Additional responsibilities include: script writing, conducting interviews, working on location video taping, directing, lighting design and implementation, editing video footage into finished product, acquiring audio elements and directing graphic artists on production of graphic elements for video & multi-media projects.

Participate in projects contracted to KOMU-TV such as (Tigervision) for football and basketball, MDA Telethon and other events not specifically related to the production of commercials and long format videos.

[[Close this window](#)]

MU is an affirmative action/equal opportunity employer

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Comments or questions regarding our new web site? Contact Customer Service
Tuesday, March 6, 2001



Vacancy
Number

1009960

☐ Direct Promote

Final Candidate

Hargis, David Charles

DOB

11/4/1956

Offer Amount

3333.34

EMPLID:

500667773

Wage Type

M

Position #:

00005364

Start Date

3/19/2008

Department:

TV Station

Job Code

8662

Posting Type:

External

Recruiter Notes

Validations Returned

☐ POET (if required)

☒ CBC

Close

Entry Date:

(The date will
be entered
when the CBC
Returned box is
checked.) This
date cannot be
changed.

2/15/2008

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'lana.vestal@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Mexico. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

UNIVERSITY OF MISSOURI-COLUMBIA
130 HEINKEL BUILDING, 201 SOUTH 7TH STREET
COLUMBIA, MO 65211
(573)-882-7976

EMPLOYMENT OPPORTUNITIES

1/2/2008

JOB DESCRIPTIONS ARE AVAILABLE AT
HUMAN RESOURCE SERVICES
MONDAY THROUGH FRIDAY
8:00AM - 5:00PM.

You must complete a Job Application Form for EACH vacancy. You may submit any supporting documents such as a cover letter or resume with each Job Application Form.

VACANCY NOTICE ACCESS

INTERNET (WWW)

<http://www.mujobs.missouri.edu/>

If you have special needs as addressed by the Americans with Disabilities Act and need this publication in an alternative format, notify us at the address listed above or call (573) 882-7976. Reasonable efforts will be made to accommodate your special needs. TTY users, please use the Relay Missouri number to inquire about our employment opportunities. 1-800-RELAY MO (735-2966)

The University of Missouri-Columbia does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, age, disability, or status as disabled veteran or veteran of the Vietnam era. For more information call Human Resource Services (MU) (573) 882-4256 or U.S. Department of Education, Office of Civil Rights.

If a minimum speed is indicated in the "T" column, a typing test is required. For information on taking a test, call our receptionist at (573) 882-7976 or come by our offices at 130 Heinkel Building.

ADMINISTRATIVE ASSISTANT		1009939	Dean of Journalism
ADMINISTRATIVE ASSISTANT		1009949	Conference Office/CE
ADMINISTRATIVE ASSISTANT		1009950	Veterinary Medicine & Surgery
ADMISSIONS / REGISTRATION REPRESENTATIVE		1007498	Registration
CHIEF CLERK	New	1009982	Health Mgmt & Informatics
HEALTH RECORDS TECHNICIAN II		1009901	Green Meadows Bus Office
NUTRITION PROGRAM ASSISTANT		1009395	SEF-Family Nutrition Program
NUTRITION PROGRAM ASSISTANT		1009759	SW-Family Nutrition Program
NUTRITION PROGRAM ASSOCIATE		1009663	WC-Family Nutrition Program
OFFICE SUPPORT STAFF II		1009854	Veterinary Medicine & Surgery
OFFICE SUPPORT STAFF II		1009914	Dean of Ed - Adventure Club
OFFICE SUPPORT STAFF II		1009933	Parking & Transportation Svcs
OFFICE SUPPORT STAFF II	New	1009979	Dean of Graduate School
OFFICE SUPPORT STAFF III		1008149	Prof Diagnostic Support Svcs
OFFICE SUPPORT STAFF III		1009649	Student Auxiliary Services
OFFICE SUPPORT STAFF III		1009834	Statewide-Administration

OFFICE SUPPORT STAFF III	1009943	Law Enforcement Trng Inst/CE
OFFICE SUPPORT STAFF IV	1009559	Off of Soc & Econ Data Analys
OFFICE SUPPORT STAFF IV	1009847	Student Auxiliary Services
OFFICE SUPPORT STAFF IV	1009916	Surgery Services
OFFICE SUPPORT STAFF IV	1009955	Conference Office/CE
TELEPHONE SURVEY SUPERVISOR	1009923	Dean of Journalism
UNIT CLERK	1009889	Medicine
UNIT CLERK	1009893	Adult Step Down Unit
UNIT CLERK	1009899	PICU
UNIT CLERK	1009951	Medicine
UNIT CLERK	New 1009985	Ortho Rehab

Part Time/Temporary

TITLE	T VACANCY #	DEPARTMENT
ADMINISTRATIVE ASSISTANT	1009885	Ctr for Physical & Power Elec
ADMINISTRATIVE ASSISTANT	1009928	Ctr for Physical & Power Elec
STUDENT ASSISTANT CLERICAL	1009742	Director, Campus Facilities
TEMPORARY CLERICAL	1001714	SOS Temporary Staffing

*****Athletics*****

Part Time/Temporary

TITLE	T VACANCY #	DEPARTMENT
GRADUATE TEACHING ASSISTANT	1007652	Intercollegiate Athletics

*****Communication, Arts and Media*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
COORDINATOR PROGRAM/PROJECT SUPPORT	1009587	VP Enrollment Management
COORDINATOR PROGRAM/PROJECT SUPPORT	1009818	Honors College
COORDINATOR PROGRAM/PROJECT SUPPORT	New 1009962	Biological Science
INFORMATION SPECIALIST	1009926	Pubs & Alumni Communications
MANAGER MARKETING	1009760	Student Auxiliary Services
PIANO TUNER / TECHNICIAN	1009738	School of Music
PROCUREMENT ADMINISTRATOR	1009904	Procurement Services
PUBLICITY/SALES ASSISTANT	1009945	University Press

SENIOR VIDEO PRODUCER	New	1009960	TV Station
SPECIAL EVENTS COORDINATOR		1009906	Dean of Veterinary Medicine
SPECIAL EVENTS COORDINATOR		1009908	Journalism
VIDEO PRODUCER		1009735	Academic Support Center

*****Development, Alumni Affairs, and University Relations*****

Benefit Eligible

TITLE	T	VACANCY #	DEPARTMENT
COORDINATOR ALUMNI ACTIVITIES		1009849	Alumni
DEVELOPMENT OFFICER-MU		1009827	Development
DEVELOPMENT OFFICER-Vet Medicine		1009896	Development

*****Dining, Hospitality, and Retail Services*****

Benefit Eligible

TITLE	T	VACANCY #	DEPARTMENT
ASSISTANT MANAGER UNIVERSITY CLUB		1008286	Univ Club & Univ Catering
COORDINATOR HOSPITALITY 10am-7pm SERVICES - CRH		1009792	Hospitality/Valet Services,

FOOD SERVICE WORKER I	1008529	Residence Halls
FOOD SERVICE WORKER I	1009770	Residence Halls
FOOD SERVICE WORKER II	1009870	Food Services
FOOD SERVICE WORKER II - CRH	1007711	Food/Nutrition Services

Part Time/Temporary

TITLE	T VACANCY #	DEPARTMENT
FOOD SERVICE WORKER I	1008097	Residence Halls
FOOD SERVICE WORKER I	1009396	Residence Halls

*******Facilities and Services*******

Benefit Eligible

TITLE	T	VACANCY #	DEPARTMENT
COORDINATOR INTERIOR DESIGN		1009662	Student Auxiliary Services
CUSTODIAN		1009835	Custodial/Special Services
CUSTODIAN	New	1009965	Custodial/Special Services
CUSTODIAN	New	1009966	Custodial/Special Services
MECHANICAL TRADES SPECIALIST/ELECTRICIAN	New	1009967	Building Maintenance

Part Time/Temporary

STUDENT ASSISTANT SERVICE

1009765 Landscape Services

*****Health Care*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
ADMINISTRATIVE ASSISTANT - MRC	New	1009952 Nursing Administration
ADVANCED PRACTICE NURSE		1007006 Medicine-Endocrinology
ADVANCED PRACTICE NURSE		1009231 Ob, Gyn & Women's Health
ADVANCED PRACTICE NURSE		1009350 Ob, Gyn & Women's Health
ADVANCED PRACTICE NURSE		1009812 Ellis Fischel Cancer Screening
ASSISTANT DIRECTOR ENGINEERING AND BUILDING OPERATIONS	1007975	Assoc Dir Facilities
BIOMEDICAL EQUIPMENT TECHNICIAN II	1009652	Clinical Engineering
BTS PAINTER -MRC	1009900	Plant Engineering Maintenance
CASE MANAGER	1006873	Social Services
CASE MANAGER - CRH	1009859	Utilization Review
CERTIFIED OCCUPATIONAL THERAPY ASSISTANT - MRC	1009361	Comprehensive Rehabilitation
CERTIFIED OCCUPATIONAL	1009368	Comprehensive Rehabilitation

CHIEF NURSE ANESTHETIST	1008875	Anesthesiology
COMMUNITY SUPPORT SPECIALIST	1009046	Thompson Center
COUNSELING PSYCHOLOGIST	1009318	Counseling Services
EMERGENCY MEDICAL TECHNICIAN - MRC	1009878	Admission Discharge Transfer
FOOD SERVICE ATTENDANT II - MRC	1009879	Dietary/Cafeteria
HEALTH PROGRAM SPECIALIST	1009867	Thompson Center
LPN/SURGICAL TECHNOLOGIST - CRH	1009370	Surgery
MAINTENANCE SERVICE ATTENDANT - MRC	1009177	Plant Engineering Maintenance
MANAGED CARE ANALYST	1009861	Managed Care Contracting
MANAGER MEDICAL RECORDS - MRC	1009648	MO Rehab Ctr Accounting
MECHANICAL PLANT SPECIALIST	1009268	Engineering Services
MEDICAL TECHNOLOGIST	1009524	Labs
MEDICAL TECHNOLOGIST	1009609	Ellis Labs
MEDICAL TECHNOLOGIST - CRH	1009676	Blood Bank
MEDICAL TECHNOLOGIST - MRC	1009800	Labs

NURSE ANESTHETIST		1008691	Anesthesiology
NURSE CLINICIAN		1009333	Surgery-Urology
NURSE CLINICIAN		1009614	Thompson Center
NURSE CLINICIAN		1009634	Surgery-Neurosurgery
NURSE PRACTITIONER		1006969	Student Health Services
NURSE PRACTITIONER		1008862	Orthopaedic Surgery
NURSING TECHNICIAN - CRH		1008895	CRH Ante-Partum Unit
NURSING TECHNICIAN - CRH		1008922	Orthopedics
NURSING TECHNICIAN - MRC		1007340	Comprehensive Rehabilitation [7p - 7a]
NURSING TECHNICIAN - MRC		1008221	Special Brain Injury Unit [7p - 7a]
NURSING TECHNICIAN - MRC		1009638	Medical H4 [7a - 7p]
NURSING TECHNICIAN/TRAINEE		1009527	5 West Nursing
NURSING TECHNICIAN/TRAINEE	New	1009986	Adult Medicine Services
NURSING TECHNICIAN/TRAINEE (PT)		1009769	Adult Medicine Services
NURSING TECHNICIAN/TRAINEE (PT)		1009771	Medicine
PATIENT ACCOUNT REPRESENTATIVE		1008746	UP Payment Services

PATIENT ACCOUNT REPRESENTATIVE	1009651	UP Payment Services
PATIENT ACCOUNT REPRESENTATIVE	1009872	UP Payment Services
PATIENT SERVICE REPRESENTATIVE	1009898	Green Meadows Pediatric Clinic
PATIENT SERVICE REPRESENTATIVE	1009902	Keene Gen Int Med Clinic
PATIENT SERVICE REPRESENTATIVE	1009903	Clinic Administration
PATIENT SERVICE REPRESENTATIVE	1009934	Clinic Administration
PATIENT SERVICE REPRESENTATIVE - FLOAT	1009406	Clinic Administration
PERIOPERATIVE ASSISTANT - CRH	1007781	Surgery
PERSONAL SERVICE LABORATORY TECHNICIAN- CLINIC LAB	1009692	Labs
PERSONAL SERVICE LABORATORY TECHNICIAN- CLINIC LAB	1009823	Labs
PERSONAL SERVICE LABORATORY TECHNICIAN- CLINIC LAB	1009918	Labs
PHARMACIST	1007273	Pharmacy UH
PHARMACIST	1009457	Pharmacy UH
PHARMACIST III - MRC	1009363	Pharmacy

PHYSICIAN ASSISTANT	1008958	Orthopaedic Surgery
PHYSICIAN ASSISTANT	1009221	Surgery-General
PHYSICIAN ASSISTANT	1009246	Surgery-General
PHYSICIAN ASSISTANT	1009428	Surgery-Administration
POLYSOMNOGRAPH TECHNICIAN REGISTERED - MRC	1009920	Sleep Lab
PSYCHOLOGIST	1009750	Student Health Services
RADIOLOGIC SPECIALTY TECHNOLOGIST- ANGIOGRAPHY	1009731	Radiology
REGISTERED NURSE - MRC	1007901	Medical H4 [7p - 7a]
REGISTERED RESPIRATORY THERAPIST	1008595	Respiratory Therapy
RESPIRATORY THERAPY TECHNICIAN - MRC	1009862	Respiratory Therapy
RESPIRATORY THERAPY TECHNICIAN - MRC	1009921	Sleep Lab
SERVICE COORDINATOR	1009308	Surgery-Urology
SUPERVISOR OUTPATIENT SERVICES	1009892	Student Health Services
SURGICAL TECHNOLOGIST - CRH	1008389	Surgery
SURGICAL TECHNOLOGIST - CRH	1009213	Surgery

TELEPHONE NURSE ADVISOR	1008309	Registration / Health Connect 24
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TELEPHONE NURSE ADVISOR	1008960	Admission Advisors [E & N]
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UTILIZATION MANAGEMENT ANALYST	1008525	Registration
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UTILIZATION MANAGEMENT ANALYST	1009032	Registration
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VENIPUNCTURE TECHNICIAN - CRH	1009700	Clinical Lab
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Part Time/Temporary

TITLE	T	VACANCY #	DEPARTMENT
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CASE MANAGER-Temporary		1008230	Social Services
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MEDICAL LABORATORY TECHNICIAN [PT]		1009670	Labs
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MT VERNON MISSOURI FOOD SERVICE - MRC		1009014	Dietary/Cafeteria [PT]
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REGISTERED NURSE NOW - MRC		1009787	Nursing Office
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REGISTERED NURSE NOW - MRC		1009803	Nursing Office
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REGISTERED RESPIRATORY THERAPIST		1004827	Respiratory Therapy
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SERVICE REPRESENTATIVE III		1009857	Veterinary Medicine
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UNIT ATTENDANT (PT)		1008035	Adult Step Down Unit
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WORK STUDY STUDENTS ONLY		1008255	Human Resources
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Benefit Eligible

TITLE	T	VACANCY #	DEPARTMENT
BUSINESS TECHNOLOGY ANALYST - CRH		1009515	Data Processing
BUSINESS TECHNOLOGY ANALYST GENERIC FOR POSTING		1009252	IT Application Services
BUSINESS TECHNOLOGY ANALYST GENERIC FOR POSTING		1009603	IT Application Services
BUSINESS TECHNOLOGY ANALYST GENERIC FOR POSTING		1009622	IT Application Services
BUSINESS TECHNOLOGY ANALYST GENERIC FOR POSTING		1009754	Applications & Training
COMPUTER PROJECT MANAGER		1009846	IT Project Office
DATA BASE ADMINISTRATOR - SPECIALIST		1008704	Off of Soc & Econ Data Analys
DATA BASE PROGRAMMER/ANALYST GENERIC FOR POSTING		1009739	Admin Info Technology Svcs
DATA BASE PROGRAMMER/ANALYST GENERIC FOR POSTING		1009764	IT Application Services
INTERNET APPLICATION SPECIALIST-MOBIUS	New	1009959	MOBIUS Department
MANAGER COMPUTER SERVICES		1009684	Dean of Journalism
MICROCOMPUTER SALES		1009137	University Stores

SYSTEM ADMINISTRATOR- GENERIC	1007338	Advanced Computing Environment
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SYSTEM ADMINISTRATOR- GENERIC	1007721	Advanced Computing Environment
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SYSTEM SUPPORT ANALYST - ENTRY	1009784	Path & Anat Sci-Anatomic Path
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SYSTEM SUPPORT ANALYST - ENTRY	1009853	Medicine-Administration
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USER SUPPORT ANALYST- ENTRY	1009941	Health Professions
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Part Time/Temporary

TITLE	T	VACANCY #	DEPARTMENT
STUDENT ASSISTANT TECHNICAL		1009805	Project Management
STUDENT ASSISTANT TECHNICAL		1009880	Energy Management
STUDENT ASSISTANT TECHNICAL	New	1009978	Customer Service & Supp Svcs

*****Libraries and Museums*****

Benefit Eligible

TITLE	T	VACANCY #	DEPARTMENT
MANUSCRIPT SPECIALIST		1009777	Western Historical Manuscripts
SENIOR MANUSCRIPT SPECIALIST	New	1009970	State Historical Society

*****Nursing (Licensed)*****

TITLE	T VACANCY #	DEPARTMENT
CLINICAL SUPERVISOR	1004165	6 West Medicine [PSP+A]
CLINICAL SUPERVISOR	1009530	Step Down Unit [PSP+P]
CLINICAL SUPERVISOR	1009701	7 West Med-Surg [PSP+P]
CLINICAL SUPERVISOR	1009703	7 West Med-Surg [PSP+A]
CLINICAL SUPERVISOR	1009704	7 West Med-Surg [P]
CLINICAL SUPERVISOR	1009705	7 West Med-Surg [D]
CLINICAL SUPERVISOR	1009768	6 West Medicine [D]
EDUCATION NURSE	1009532	Step Down Unit [D]
LICENSED PRACTICAL NURSE	1003356	Cardiology Clinic
LICENSED PRACTICAL NURSE	1003443	Cardiology Clinic
LICENSED PRACTICAL NURSE	1006451	Cardiology Clinic
LICENSED PRACTICAL NURSE	1008670	Child Health Clinic
LICENSED PRACTICAL NURSE	1008675	Gen Pediatrics
LICENSED PRACTICAL NURSE	1008784	UP Fulton Clinic
LICENSED PRACTICAL NURSE	1008838	Green Meadows Family Medicine
LICENSED PRACTICAL NURSE	1008953	Woodrail Family Medicine Clinic

REGISTERED NURSE	1003532	5 West Surgery [E]
REGISTERED NURSE	1003778	7 West Med-Surg [PSP+P]
REGISTERED NURSE	1004139	5 East Surgery/Oncology [N/P]
REGISTERED NURSE	1004383	5 East Surgery/Oncology [PSP+P]
REGISTERED NURSE	1004729	Step Down Unit [PSP+P]
REGISTERED NURSE	1004784	5 East Surgery/Oncology [PSP+A]
REGISTERED NURSE	1005193	5 East Surgery/Oncology [E]
REGISTERED NURSE	1005507	5 West Surgery [P]
REGISTERED NURSE	1006248	Float Pool [Now Plus]
REGISTERED NURSE	1006487	Cardiac Intensive Care [PSP+P]
REGISTERED NURSE	1007904	Emergency Suite [Z/3]
REGISTERED NURSE	1007977	Surgery Services / PACU [E]
REGISTERED NURSE	1008297	4 East Medicine [PSP+P]
REGISTERED NURSE	1008343	4 East Medicine [A]
REGISTERED NURSE	1008737	7 West Med- Surg [A/D/weekend]
REGISTERED NURSE	1008778	6 West Medicine [PSP+P]
REGISTERED NURSE	1008779	6 West Medicine [PSP+A]

REGISTERED NURSE

1005853

5 East Surgery/Oncology [PSP-A]

FOOD SERVICE WORKER I

1009511

Univ Club & Univ Catering

PHYSICAL THERAPIST [PT]

1008194

Prof Diagnostic Support Svcs

ASSISTANT LABORATORY
ANIMAL TECHNICIAN

1009034

Office of Animal Resources

RESEARCH/LABORATORY
TECHNICIAN

1009636

Med Pharmacology/Physiology

ADMINISTRATIVE ASSOCIATE I

1009740 Nutritional Sciences

SCIENCE CENTER

EXECUTIVE STAFF
ASSISTANT I

1009681

Dean of College of Business

*****Student Affairs*****

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'careerservices@linnstate.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Linn State Technical College Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'sharon.longan@jcps.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Nichols Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'stpierre@sfcc.cc.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for State Fair Community College Placement*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Sr Video
producer

Vacancy
#1009960

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'glenda.alexander@whiteman.af.mil'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Whiteman Air Force Base*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'clarissa.white@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'janet.kinnett@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Lebanon. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'rhorton@cci.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Phillips Jr. College Placement Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'christinev@advent.org'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for The Job Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: Fisher, Frances J.
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Surplus Property. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'heathermm@stephens.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Stephens College Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'dgmalsen@ccis.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Columbia College Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'llorenz@centralmethodist.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Central Methodist Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'manwela@westminster-mo.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Westminster College. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'kbright@williamwoods.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for William Woods Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'Iana.vestal@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Mexico. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'patricit@macc.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Moberly Area Community College. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:44 AM
To: 'karen.wilson@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'alandes@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Hickman High School Guidance Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'rhogan@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Douglas High School Guidance Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'kchristo@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Columbia Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'kelly.cook@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'bret4act@socket.net'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Alternative Community Training. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'michael.carr@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Div of Workforce Development. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'joyce.bryan@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Columbia. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'gregw@advent.org'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Advent Enterprises. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'Dana.Thompson@doc.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Board of Probation and Parole, Columbia. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: 'nichelle.pool@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Div. Of Voc Rehab, Columbia. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'gellis@kc.devry.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Devry Placement Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancyclist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'tmriley@nwmissouri.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Northwest MO State University Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'shirley.woolfolk@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Camdenton. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'herald.bullock@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Jefferson City. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'Mike.Chittum@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Division of Workforce Development-Central Region. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'orscheInj@mrrl.org'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Missouri River Regional Library. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'scott.mantooth@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'carol.gamm-smith@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:42 AM
To: 'dan@metrobusinesscollege.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Metro Business College Placement Office*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: Rorah, Rosalie M.
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Hospital HR. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: 'washingt@lincolnu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Lincoln University Disability Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: 'christyn@advent.org'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Advent Enterprises Manager. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: 'denise.colvin@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: 'daniel.danzo@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Missouri Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'reception@admin.fsu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Florida State University. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'mcneilw@hssu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Harris-Stowe Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'darrell.spencer@slps.org'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for St. Louis Public Schools - Career/Tech Education. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'mgeorge@stlcc.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for St. Louis CC in Flo Valley Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:41 AM
To: 'jlwestbrook@SEMO.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for SEMO Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: 'Gail.Jones@oa.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Office of Administration, State Diversity Recruit. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: 'jsponaule@boonville.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Booneslick Technical Education Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:40 AM
To: 'donna.davis-vandegriffe@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for MO Div of Workforce Development. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, January 02, 2008 5:43 AM
To: Goins, Lori D.
Subject: University of Missouri-Columbia Vacancy Postings for 1/2/2008
Attachments: maillist.doc

This message is intended for Human Resource Services (MU) Message Copy. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 1/2/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

SELECTION DOCUMENTATION

This form serves as documentation of compliance with Affirmative Action Guidelines and **MUST BE** completed.

Title: OSSIV Vacancy #: 1019694 Position #: 00009986

List all applicants contacted and/or interviewed and the reason(s) for withdrawal or non-selection (as noted below). Attach additional sheets if necessary.

APPLICANT NAME	NON-SELECTION REASON *	RACE/ETHNICITY	GENDER
Sarah Hernandez			F
see back			

*Non-selection reasons (choose all that apply): (1) Poor interview; (2) Unable to contact; (3) Offer refused; (4) Application withdrawn; (5) No show for interview; (6) Questionable employment history; (7) No skills match; &/or (8) other (please note above)

Name of Applicant Hired: Sarah Hernandez

Based on the established qualifications for this position, state why the applicant was hired. For example, what knowledge, skills, and abilities made this person stand out.

Accounting Business Degree, familiarity with PS. and other University functions (P.R.O. Brothers South) - very outgoing great references, work ethic and desire to learn full-actual record keeping & financials.

Complete this document within two (2) weeks of offer being accepted.

Please return this form to Human Resource Services, 130 Heinkel Building, 201 South 7th Street. **You do not need to return any applications received online.**

Was a screening committee used? ☒ No ☐ Yes (If yes, please attach a list of each member's name, race, and gender.)

Linda Tomlinson (for hard copy use only) 4/14/08
(Signature) Date

Name and Title LINDA TOMLINSON
MANAGER, BUSINESS & FISCAL
KOMU-TV8 (please print)

of the 131 applicants for this position, most did not have much (if any) experience with University office work -

This applicant stood out - (see reasons stated on front) and we were able to hire this applicant with all qualities we were looking for plus the bonus of an accounting degree.

VACANCY NUMBER	TARGET OPENINGS	STATUS	STATUS DATE
1010694	1	Closed	4/25/2008
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS
01026045	Jones, Keesha Lenise	00009986	COLUM
			DEPTID
			CTVSTATI

Enter MoCo

BRIEF SUMMARY
This position
payroll, acco

DEPARTMENT NAME	Hiring Managers
TV Station	
DEPARTMENT URL	
POSTING TYPE	POST TO INTERNET?
External	Y
	MULTIPLE POSTING LOC
	N
HOURS/DAYS/LOCATION	
8 am - 5 pm	

PREFERRED
Very str
set up spread
duties as nee
detailed orier
supervision.

JOB CODE	TITLE	UNDERUTILIZATION
6500	OFFICE SUPPORT STAFF IV	
POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL
3/18/2008	3/24/2008	Y
	HOURS	FTE
	40	100
		UNION
		N

DETAILED DESCRIPTION
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and post pay
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for departme
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support to Fi
Manager and

GEOGRAPHIC LOCATION
Columbia
POSTING LOCATION CATEGORY
Administrative Support

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N	N		Y
USE HIRING RANGE?	HIRING MINIMUM	HIRING MAXIMUM	
N	\$11.34	\$17.54	

A high school diploma or a combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Three years responsible office experience or three years of related education or training beyond high school. The ability to type may be necessary depending upon the position available.

RECRUITER

ides

JARY

supports the General Manager and Fiscal Managers by assisting with
unting, and other clerical duties.

QUALIFICATIONS

ong background in bookkeeping. Background in Excel with ability to
dsheets and enter data. Assist with payroll preparation and related
ided. This person will support Station's fiscal manager, and must be
ted, able to analyze and problem solve, and work with minimal
Experience with University payroll/financial systems helpful.

DESCRIPTION

ie, route calls and respond to inquiries. Order supplies and maintain
stock for departmental use. Assist with data entry of financial
for monthly statements and reports. Type and file vouchers,
nce, reports and other materials. Compile and research financial and
ation as requested by supervisor. Type CRR's, assign invoice numbers
ments to accounts receivable program. Balance CRR's with accounting
ith. Assist with preparation of payroll rosters, PAF's and other
forms. Assist with calculation and recording of vacation and sick leave
nt. Organize receipts from Purchasing card statements and make
holder reports. Assist receptionist and fill in during vacations.
maintain financial schedules for expense variance analysis and budget
Provide accounting entries and financial statement preparation as
scal Manager. Provide support to General Manager, General Sales
l Program Manager as necessary.

NOTES

**OFFICE SUPPORT STAFF IV**

Department:	TV Station	Vacancy Number:	1010694
Posting Type:	External	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$11.34 to \$17.54
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

8 am - 5 pm

Summary:

This position supports the General Manager and Fiscal Managers by assisting with payroll, accounting, and other clerical duties.

Required Qualifications:

A high school diploma or a combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Three years responsible office experience or three years of related education or training beyond high school. The ability to type may be necessary depending upon the position available.

Preferred Qualifications:

Very strong background in bookkeeping. Background in Excel with ability to set up spreadsheets and enter data. Assist with payroll preparation and related duties as needed. This person will support Station's fiscal manager, and must be detailed oriented, able to analyze and problem solve, and work with minimal supervision. Experience with University payroll/financial systems helpful.

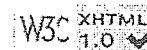
Detailed Description:

Answer phone, route calls and respond to inquiries. Order supplies and maintain appropriate stock for departmental use. Assist with data entry of financial information for monthly statements and reports. Type and file vouchers, correspondence, reports and other materials. Compile and research financial and other information as requested by supervisor. Type CRR's, assign invoice numbers and post payments to accounts receivable program. Balance CRR's with accounting PS each month. Assist with preparation of payroll rosters, PAF's and other employment forms. Assist with calculation and recording of vacation and sick leave for department. Organize receipts from Purchasing card statements and make copies of cardholder reports. Assist receptionist and fill in during vacations. Develop and maintain financial schedules for expense variance analysis and budget preparation. Provide accounting entries and financial statement preparation as support to Fiscal Manager. Provide support to General Manager, General Sales Manager and Program Manager as necessary.

[\[Close this window \]](#)

MU is an affirmative action/equal opportunity employer

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Comments or questions regarding our new web site? Contact Customer Service
Tuesday, March 6, 2001



Vacancy Number 1010694

☒ Direct Promote

Final Candidate: HERNANDEZ, SARAH A

DOB 6/1/1983

Offer Amount 13.70

EMPLID: 456739073

Wage Type H

Position #: 00009986

Start Date 4/21/2008

Department: TV Station

Job Code 6500

Posting Type: External

Recruiter Notes

Validations Returned

☒ POET (if required)

☒ CBC

Close

Entry Date: 4/23/2008
(The date will be entered when the CBC Returned box is checked.) This date cannot be changed.



5550 HIGHWAY 63 SOUTH
COLUMBIA, MO 65201
573 882-8888
FAX: 573 884-8888
WWW.KOMU.COM

Mailed out 3/19/08
AN NBC AFFILIATE

To whom this may concern:

KOMU-TV is seeking applicants for the enclosed job posting. Interested parties should contact:

University of Missouri Human Resources
130 Heinkel Bldg.
201 S. 7th St.
Columbia, MO 65211
573.882.7976
<https://jobs.missouri.edu/>

Sincerely,

Linda Tomlinson

Linda Tomlinson
Business & Fiscal Manager
KOMU-TV (Univ of Missouri)



UNIVERSITY OF MISSOURI-COLUMBIA

An equal opportunity institution

*Mailed out 3/19/08***OFFICE SUPPORT STAFF IV**

Department:	TV Station	Vacancy Number:	1010694
Posting Type:	External	Posting Status:	Open
Posting Information:	Benefit Eligible 100%	Salary Range:	\$11.34 to \$17.54
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

8 am - 5 pm

Summary:

This position supports the General Manager and Fiscal Manager by assisting with payroll, accounting, and other clerical duties.

Required Qualifications:

A high school diploma or a combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Three years responsible office experience or three years of related education or training beyond high school. The ability to type may be necessary depending upon the position available.

Preferred Qualifications:

Very strong background in bookkeeping. Background in Excel with ability to set up spreadsheets and enter data. Assist with payroll preparation and related duties as needed. This person will support Station's fiscal manager, and must be detailed oriented, able to analyze and problem solve, and work with minimal supervision. Experience with University payroll/financial systems helpful.

Detailed Description:

Answer phone, route calls and respond to inquiries. Order supplies and maintain appropriate stock for departmental use. Assist with data entry of financial information for monthly statements and reports. Type and file vouchers, correspondence, reports and other materials. Compile and research financial and other information as requested by supervisor. Type CRR's, assign invoice numbers and post payments to accounts receivable program. Balance CRR's with accounting PS each month. Assist with preparation of payroll rosters, PAF's and other employment forms. Assist with calculation and recording of vacation and sick leave for department. Organize receipts from Purchasing card statements and make copies of cardholder reports. Assist receptionist and fill in during vacations. Develop and maintain financial schedules for expense variance analysis and budget preparation. Provide accounting entries and financial statement preparation as support to Fiscal Manager. Provide support to General Manager, General Sales Manager and Program Manager as necessary.

[\[Close this window \]](#)

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Comments or questions regarding our new web site? Contact Customer Service
Tuesday, March 6, 2001



Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'washingt@lincolnu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Lincoln University Disability Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

UNIVERSITY OF MISSOURI-COLUMBIA
130 HEINKEL BUILDING, 201 SOUTH 7TH STREET
COLUMBIA, MO 65211
(573)-882-7976

EMPLOYMENT OPPORTUNITIES

3/19/2008

JOB DESCRIPTIONS ARE AVAILABLE AT
HUMAN RESOURCE SERVICES
MONDAY THROUGH FRIDAY
8:00AM - 5:00PM.

You must complete a Job Application Form for EACH vacancy. You may submit any supporting documents such as a cover letter or resume with each Job Application Form.

VACANCY NOTICE ACCESS

INTERNET (WWW)

<http://www.mujobs.missouri.edu/>

If you have special needs as addressed by the Americans with Disabilities Act and need this publication in an alternative format, notify us at the address listed above or call (573) 882-7976. Reasonable efforts will be made to accommodate your special needs. TTY users, please use the Relay Missouri number to inquire about our employment opportunities. 1-800-RELAY MO (735-2966)

The University of Missouri-Columbia does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, age, disability, or status as disabled veteran or veteran of the Vietnam era. For more information call Human Resource Services (MU) (573) 882-4256 or U.S. Department of Education, Office of Civil Rights.

If a minimum speed is indicated in the "T" column, a typing test is required. For information on taking a test, call our receptionist at (573) 882-7976 or come by our offices at 130 Heinkel Building.

ADMINISTRATIVE ASSISTANT	1010603	VC Student Affairs
ADMINISTRATIVE ASSISTANT	1010619	Medicine-General Internal
ADMINISTRATIVE ASSISTANT New	1010658	Thompson Center
ADMINISTRATIVE ASSISTANT New	1010696	Space Planning
HEALTH RECORDS TECHNICIAN I	1010573	Green Meadows Bus Office
OFFICE SUPPORT STAFF II	1010648	Dean of Graduate School
OFFICE SUPPORT STAFF III	1010006	Psychological Sciences
OFFICE SUPPORT STAFF III	1010310	Ctr Family Policy & Research
OFFICE SUPPORT STAFF III	1010318	Veterinary Pathobiology
OFFICE SUPPORT STAFF IV	1009559	Off of Soc & Econ Data Analys
OFFICE SUPPORT STAFF IV	1010126	Chemistry
OFFICE SUPPORT STAFF IV New	1010694	TV Station
PROCUREMENT SUPPORT SPECIALIST	1010428	UMC Procurement Services
SENIOR CLERK	1010493	Cashier, Payroll and Student
UNIT CLERK - CRH	1010553	Orthopedics

Part Time/Temporary

TITLE

T VACANCY #

DEPARTMENT

GRANT WRITER II	1010608	Medical Research Office
MANAGER MARKETING	1009760	Student Auxiliary Services
MARKETING REPRESENTATIVE	1010081	Development
MULTIMEDIA SPECIALIST	1010299	Dean of Journalism
PIANO TUNER / TECHNICIAN	1009738	School of Music
SENIOR INFORMATION SPECIALIST	1010130	Pubs & Alumni Communications
SENIOR INFORMATION SPECIALIST	1010256	Coop Extn-Pub/Info
SENIOR MULTIMEDIA SPECIALIST	1010541	TV Station
VIDEO PRODUCER	1009735	Academic Support Center

*******Dining, Hospitality, and Retail Services*******

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
ASSISTANT MANAGER CAMPUS DINING SERVICES	1010286	Residence Halls
ASSISTANT MANAGER CAMPUS DINING SERVICES/SOUS CHEF	1010293	Residence Halls
ASSISTANT TEXTBOOK MANAGER	1010479	University Stores
COOK	1010354	Food Services

CUSTODIAN	1010510	Custodial/Special Services
DAIRY WORKER	1009688	Animal Science
DISTRIBUTION TECHNICIAN- MATERIALS MANAGEMENT	1010593	Supply Distribution
MECHANICAL TRADES SPECIALIST/CONTROLS	1009922	Building Maintenance

Part Time/Temporary

TITLE	T	VACANCY #	DEPARTMENT
FARM WORKER II	New	1010676	Southwest Center
SEASONAL FARM ASSISTANT		1010426	Southwest Center
SEASONAL FARM ASSISTANT		1010618	MO-AES Field Operations
STOREROOM CLERK	New	1010690	Dean of Education - R&D ARC
STUDENT ASSISTANT SERVICE		1009765	Landscape Services
TRADES HELPER	New	1010626	Energy Management

*****Health Care*****

Benefit Eligible

TITLE	T	VACANCY #	DEPARTMENT
ADMISSIONS / REGISTRATION REPRESENTATIVE		1010621	Registration

HOSPITAL LAB TECHNICIAN I - CRH		1010595	Clinical Lab
HOSPITAL LAB TECHNICIAN II		1010584	Labs
HOSPITAL TELECOMMUNICATION OPERATOR		1010601	Telecommunications
INFECTION CONTROL PROFESSIONAL		1010550	Infection Control
LICENSED PRACTICAL NURSE	New	1010661	MO OB/GYN Associates Clinic
MANAGED CARE ANALYST		1009861	Managed Care Contracting
MANAGER HOSPITAL SECURITY	New	1010688	Materials Management
MANAGER MATERIALS MANAGEMENT - MRC		1010288	Materials Management
MANAGER MEDICAL RECORDS - MRC		1009648	MO Rehab Ctr Accounting
MANAGER STERILE PROCESSING		1010246	Sterile Processing
MEDICAL LABORATORY TECHNICIAN	New	1010655	Labs
MEDICAL LABORATORY TECHNICIAN - MRC		1010557	Labs
MEDICAL OFFICE ASSISTANT		1010429	UP Orthopaedic Clinic
MEDICAL TECHNOLOGIST		1010585	Labs
MEDICAL TECHNOLOGIST - CRH		1009676	Blood Bank
MEDICAL TECHNOLOGIST - MRC		1009800	Labs

NURSING TECHNICIAN/TRAINEE		1009886	5 West Nursing
NURSING TECHNICIAN/TRAINEE		1010408	Surgical Intensive Care
NURSING TECHNICIAN/TRAINEE		1010615	Medicine
NURSING TECHNICIAN/TRAINEE	New	1010689	5 West Nursing
NURSING TECHNICIAN/TRAINEE	New	1010697	5 West Nursing
OCCUPATIONAL THERAPIST - MRC		1010258	Comprehensive Rehabilitation
OFFICE SUPPORT STAFF III		1010304	Prof Diagnostic Support Svcs
PATIENT ACCOUNTS REPRESENTATIVE		1010315	UP Payment Services
PATIENT ACCOUNTS REPRESENTATIVE		1010474	UP Payment Services
PATIENT ACCOUNTS REPRESENTATIVE	New	1010659	Clinic Administration
PATIENT ACCOUNTS REPRESENTATIVE-Team 4		1010476	UP Payment Services
PATIENT CARE TRANSPORTER		1010369	Transport Services
PATIENT SERVICE REPRESENTATIVE - CLINIC		1010552	Clinic Administration - UP Registration
PATIENT SERVICE REPRESENTATIVE - CLINIC		1010641	Missouri Spine Center
PATIENT SERVICE REPRESENTATIVE - CLINIC	New	1010668	Green Meadows Pediatric Clinic
PERSONAL SERVICE LABORATORY TECHNICIAN- CLINIC LAB		1010596	Labs

REGISTERED RESPIRATORY THERAPIST		1010198	RESPIRATORY CARE
REHABILITATION THERAPY AIDE - MRC		1010260	Comprehensive Rehabilitation
RESEARCH NURSE	New	1010679	School of Nursing
RESPIRATORY THERAPY TECHNICIAN - MRC		1009862	Respiratory Therapy
SERVICE REPRESENTATIVE IV		1010237	Veterinary Pathobiology
STAFF AUDIOLOGIST		1010313	Otolaryngology
SUPERVISOR PATIENT ACCOUNTS		1010614	Patient Financial Services
SURGICAL TECHNOLOGIST - CRH		1009213	Surgery
SURGICAL TECHNOLOGIST - CRH		1009235	Surgery
SURGICAL TECHNOLOGIST - New CRH		1010692	CRH Labor & Delivery
SURGICAL TECHNOLOGIST (SURGERY SUPPLY TECH) - CRH		1010120	Surgery
UNIT CLERK		1010616	Medicine
UTILIZATION MANAGEMENT ANALYST		1008525	Registration
UTILIZATION MANAGEMENT ANALYST		1009032	Registration
UTILIZATION MANAGEMENT ANALYST		1010076	Registration

UNIT ATTENDANT (PT) 1008035 Adult Step Down Unit

VENIPUNCTURE TECHNICIAN - MRC 1010229 Labs [PT]

WORK STUDY STUDENTS ONLY 1008255 Human Resources

*****Information Technology*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
BUSINESS TECHNOLOGY ANALYST - EXPERT	1010152	Dean - Medical Education
BUSINESS TECHNOLOGY ANALYST GENERIC FOR POSTING	1009252	IT Application Services
COORDINATOR INFORMATION SYSTEMS	1009537	Diagnostic Cardiology
DATA BASE ADMINISTRATOR-New GENERIC	1010669	Admin Info Technology Svcs
DATA BASE PROGRAMMER/ANALYST GENERIC FOR POSTING	1010001	Residential Life
I-NET ADMINISTRATOR-GENERIC	1010311	Life Science Center
LOCAL AREA NETWORK ENGINEER-GENERIC	1010646	MOREnet
MICROCOMPUTER SALES CONSULTANT	1009137	University Stores
NETWORK SYSTEMS ANALYST-PRINCIPAL	1009484	Telecommunications

*****Libraries and Museums*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
LIBRARY SUPPORT REPRESENTATIVE-MOBIUS	1010094	MOBIUS Department

*****Nursing (Licensed)*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
CLINICAL SUPERVISOR	1004165	6 West Medicine [PSP+A]
CLINICAL SUPERVISOR	1009701	7 West Med-Surg [PSP+P]
CLINICAL SUPERVISOR	1009703	7 West Med-Surg [PSP+A]
CLINICAL SUPERVISOR	1009704	7 West Med-Surg [P]
CLINICAL SUPERVISOR	1009705	7 West Med-Surg [D]
CLINICAL SUPERVISOR	1009768	6 West Medicine [D]
CLINICAL SUPERVISOR	1010248	Adult Step Down Unit [A]
LICENSED PRACTICAL NURSE - CLINIC	1008675	Gen Pediatrics
LICENSED PRACTICAL NURSE - CLINIC	1008953	Woodrail Family Medicine Clinic
LICENSED PRACTICAL NURSE - CLINIC	1010393	Fairview Internal Medicine Clinic

REGISTERED NURSE	1004784	5 East Surgery/Oncology [PSP+A]
REGISTERED NURSE	1005193	5 East Surgery/Oncology [E]
REGISTERED NURSE	1005507	5 West Surgery [P]
REGISTERED NURSE	1006248	Float Pool [Now Plus]
REGISTERED NURSE	1006487	Cardiac Intensive Care [PSP+P]
REGISTERED NURSE	1007904	Emergency Suite [Z/3]
REGISTERED NURSE	1007977	Surgery Services / PACU [E]
REGISTERED NURSE	1008779	6 West Medicine [PSP+A]
REGISTERED NURSE	1009873	6 West Medicine [N]
REGISTERED NURSE	1010002	7 West Med-Surg [P]
REGISTERED NURSE	1010016	7 West Med-Surg [PSP+A]
REGISTERED NURSE	1010160	Pediatrics [P]
REGISTERED NURSE	1010273	Burn Intensive Care Unit [PSP+A]
REGISTERED NURSE	1010276	Burn Intensive Care Unit [P]
REGISTERED NURSE	1010287	Burn Intensive Care Unit [PSP+P]
REGISTERED NURSE	1010421	Med & Neuro ICU [P]
REGISTERED NURSE	1010423	Med & Neuro ICU [PSP+A]

Weekends]

REGISTERED NURSE	1003855	4 East Medicine [PSP-P]
REGISTERED NURSE	1005853	5 East Surgery/Oncology [PSP-A]
REGISTERED NURSE - IN HOUSE AGENCY - MRC	1009011	Nursing Office [7p - 7a]
REGISTERED NURSE (PRN) - CRH	1010037	O/P Surgery
REGISTERED NURSE [PT]	1002379	4 East Medicine [PSP-A]
REGISTERED NURSE [PT]	1002494	5 West Surgery [PSP-A]
REGISTERED NURSE [PT]	1002527	5 East Surgery / Oncology [PSP-P]
REGISTERED NURSE [PT]	1002539	Step Down Unit [PSP-P]
REGISTERED NURSE [PT]	1002540	5 West Surgery [PSP-P]
REGISTERED NURSE [PT]	1002720	Float Pool / Per Diem Agency
REGISTERED NURSE [PT]	1005889	Float Pool / "NOW"
REGISTERED NURSE/SR LPN (PRN) - CRH	1006784	Medicine Unit

*****Part Time and Temporary*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
BUSINESS TECHNOLOGY ANALYST GENERIC FOR	1010559	Dean of Journalism

LICENSED PRACTICAL NURSE [PT] - CLINIC		1004284	Woodrail Family Medicine Clinic
MEDICAL TECHNOLOGIST [PT] - CRH		1009790	Clinical Lab
NEUROPHYSIOLOGY TECHNICIAN TRAINEE		1007331	EEG
NURSING TECHNICIAN/TRAINEE [PT]		1010090	Adult Step Down Unit
NURSING TECHNICIAN/TRAINEE [PT]		1010165	Staffing Support Services
NURSING TECHNICIAN/TRAINEE [PT]		1010612	Medicine
OCCUPATIONAL THERAPIST		1008201	Acute Rehabilitation Services
OFFICE SUPPORT STAFF II		1010520	Dean of College of Business
OFFICE SUPPORT STAFF III		1008733	Psychological Sciences
PHARMACIST [PT]		1010395	Pharmacy
PHARMACY TECHNICIAN [PT]		1010578	Pharmacy UH
PRESCHOOL AID	New	1010675	Child Development Lab
READER/SCORER		1010239	SOS Temporary Staffing
REGISTERED NURSE [PT]		1007792	SHC Home Health
REGISTERED NURSE/Skin Care Specialist [PT]		1010469	Nursing Administration [D]
RESEARCH NURSE		1010312	School of Nursing
RESEARCH/LABORATORY		1009786	Research Core Facilities

STUDENT ASSISTANT
TECHNICAL

New

1010713

Energy Management

*****Research*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
ASSISTANT LABORATORY ANIMAL TECHNICIAN	1009884	Animal Science
ASSISTANT LABORATORY ANIMAL TECHNICIAN	1010555	Office of Animal Resources
MRI TECHNOLOGIST	1010455	Psychological Sciences
RESEARCH SPECIALIST	1008931	Animal Science
RESEARCH SPECIALIST	1009473	Molec Microbio & Immunology
RESEARCH SPECIALIST	1009481	Veterinary Pathobiology
RESEARCH SPECIALIST	1010121	Life Science Center
RESEARCH SPECIALIST	1010172	Surgery-Administration
RESEARCH SPECIALIST	1010213	H S Truman School of Pub Affrs
RESEARCH SPECIALIST	1010347	Veterinary Pathobiology
RESEARCH SPECIALIST	1010396	Veterinary Pathobiology
RESEARCH SPECIALIST	1010484	Research Core Facilities
RESEARCH SPECIALIST	1010515	Life Science Center

RESEARCH/LABORATORY
TECHNICIAN

SENIOR
RESEARCH/LABORATORY
TECHNICIAN

New

1010707

Plant Sciences

Part Time/Temporary

TITLE

T VACANCY #

DEPARTMENT

MRI TECHNOLOGIST

1010285

Psychological Sciences

*****Senior Administration, Fiscal, and Human Resources*****

Benefit Eligible

TITLE

T VACANCY #

DEPARTMENT

ADMINISTRATIVE ASSOCIATE I

1010544 Biochemistry

ADMINISTRATIVE ASSOCIATE
II

1010589 Medical Research Office

ADMINISTRATIVE ASSOCIATE
II

1010600 Off of Soc & Econ Data Analys

CHILD DEVELOPMENTALIST

1009615

Thompson Center

COMPLIANCE SPECIALIST-
INSTITUTIONAL RESEARCH
BOARD

1010482

Institutional Review Board

DIRECTOR COUNSELING
CENTER

1009374

VC Student Affairs

REIMBURSEMENT ASSISTANT-CERTIFIED	1010343	Medicine-Administration
REIMBURSEMENT ASSISTANT-CERTIFIED	1010526	Radiology
REIMBURSEMENT ASSISTANT-CERTIFIED	1010606	Medicine-Administration
REIMBURSEMENT SPECIALIST	1010563	UP Managed Care

*****Student Affairs*****

Benefit Eligible

TITLE	VACANCY #	DEPARTMENT
ASSOCIATE DIRECTOR STUDENT AUXILLARY SERVICES/UNIVERSITY STORES	1008581	University Stores
COLLEGE GUIDE	1010464	VP Enrollment Management
RESIDENCE HALL COORDINATOR	1009919	Residential Life
STUDENT SERVICE COORDINATOR	1010326	Student Life
STUDENT SERVICE COORDINATOR	1010362	Recreational Services
STUDENT SERVICE COORDINATOR	1010562	Student Life

*****Veterinary Medicine*****

Benefit Eligible

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'daniel.danzo@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Missouri Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Office Support
Staff IV
Email notices

(plus sr. multimedia
spec still on list)

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'carlee.liebhart@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'denise.colvin@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'christyn@advent.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Advent Enterprises Manager. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'washingt@lincolnu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Lincoln University Disability Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: Rorah, Rosalie M.
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Hospital HR. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:41 AM
To: 'donna.davis-vandegriffe@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for MO Div of Workforce Development. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:41 AM
To: 'jsponaule@boonville.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Booneslick Technical Education Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:41 AM
To: 'Gail.Jones@oa.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Office of Administration, State Diversity Recruit. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'sharon.longan@jcps.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Nichols Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'careerservices@linnstate.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: mailist.doc

This message is intended for Linn State Technical College Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'shirley.woolfolk@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Camdenton. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'tmriley@nwmissouri.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Northwest MO State University Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'gellis@devry.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for DeVry University. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'jlwestbrook@SEMO.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for SEMO Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'barb.hoelzer@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for St. Louis South Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'mgeorge@stlcc.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for St. Louis CC in Flo Valley Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'darrell.spencer@slps.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for St. Louis Public Schools - Career/Tech Education. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'mcneilw@hssu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Harris-Stowe Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:42 AM
To: 'reception@admin.fsu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Florida State University. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'malindag@jobpointmo.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Job Point - Wilkes Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'kchristo@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Columbia Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'rhogan@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Douglas High School Guidance Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'alandes@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Hickman High School Guidance Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'dan@metrobusinesscollege.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Metro Business College Placement Office*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'carol.gamm-smith@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'scott.mantooth@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'orschelnj@mrrl.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Missouri River Regional Library. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'Mike.Chittum@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Division of Workforce Development-Central Region. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:43 AM
To: 'herald.bullock@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Jefferson City. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'nola.kramer@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Columbia. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'bret4act@socket.net'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Alternative Community Training. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 19, 2008 5:44 AM
To: 'kelly.cook@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/19/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/19/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

VACANCY NUMBER		TARGET OPENINGS		STATUS		STATUS DATE	
1010541		1		Closed		11/3/2008	
RECRUITER ID	RECRUITER NAME	POSITION #	CAMPUS	DEPTID			
01026045	Jones, Keesha Lenise	00017430	COLUM	CTVSTATI			

DEPARTMENT NAME		Hiring Managers
TV Station		

DEPARTMENT URL

POSTING TYPE	POST TO INTERNET?	MULTIPLE POSTING LOC
External	Y	N

HOURS/DAYS/LOCATION
Working hours vary.

JOB CODE	TITLE	UNDERUTILIZATION
6033	SENIOR MULTIMEDIA SPECIALIST	

POSTING BEGIN DT	POSTING END DT	BEN ELIGIBL	HOURS	FTE	UNION
2/29/2008	3/6/2008	Y	40	100	N

GEOGRAPHIC LOCATION
Columbia

POSTING LOCATION CATEGORY
Communication, Arts and Media

TYPING REQUIRED?	TYPING SPEED	SCREEN PREFERRED?	PRESCREENING?
N		N	Y

USE HIRING RANGE?	HIRING MINIMUM	HIRING MAXIMUM
N	\$31,328.00	\$56,806.00

A Bachelor's degree in communications, computing, graphic arts, design, or a related area or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary.

Three years of experience in a related area is necessary including experience with computer design softwares/languages such as Java, HTML, PhotoShop, motion graphics, audio files, etc

Enter MoCo

BRIEF SUMMARY

Oversee c
web sites, e-
work with Pri
working on ir

PREFERRED

DETAILED DE

 Site
 Online A
 Interactiv
 Interactiv

RECRUITER

ides

PRIMARY

development and management of KOMU interactive properties, including mails products, SMS, WAP and social network properties. Position will promote department to market interactive properties, as well as interactive executions of station marketing.

QUALIFICATIONS

DESCRIPTION

Maintenance and Testing.

Advertising Maintenance.

Promotion Development.

Development.

NOTES

**SENIOR MULTIMEDIA SPECIALIST**

Department:	TV Station	Vacancy Number:	1010541
Posting Type:	External	Posting Status:	Closed
Posting Information:	Benefit Eligible 100%	Salary Range:	\$31,328.00 to \$56,806.00
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

Oversee development and management of KOMU interactive properties, including web sites, e-mails products, SMS, WAP and social network properties. Position will work with Promotions department to market interactive properties, as well as working on interactive executions of station marketing.

Required Qualifications:

A Bachelor's degree in communications, computing, graphic arts, design, or a related area or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Three years of experience in a related area is necessary including experience with computer design softwares/languages such as Java, HTML, PhotoShop, motion graphics, audio files, etc

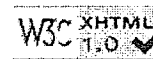
Preferred Qualifications:**Detailed Description:**

- Site Maintenance and Testing.
- Online Advertising Maintenance.
- Interactive Promotion Development.
- Interactive Development.

[[Close this window](#)]

MU is an affirmative action/equal opportunity employer

Copyright©Curators of the University of Missouri
Comments or questions regarding our new web site? Contact Customer Service
Tuesday, March 6, 2001



Vacancy
Number

1010541

☐ Direct Promote

Final Candidate

TOWNSEND, TRAVAS W

DOB

2/21/1972

Offer Amount

3333.33

EMPLID:

514920818

Wage Type

H

Position #:

00017430

Start Date

Department:

TV Station

Job Code

6033

Posting Type:

External

Recruiter Notes

Validations Returned

☐ POET (if required)

☒ CBC

Close

Entry Date:

6/30/2008

(The date will
be entered
when the CBC
Returned box is
checked.) This
date cannot be
changed.



5550 HIGHWAY 63 SOUTH
COLUMBIA, MO 65201
573 882-8888
FAX: 573 884-8888
WWW.KOMU.COM

Mailed out 3/3/08
AN NBC AFFILIATE

To whom this may concern:

KOMU-TV is seeking applicants for the enclosed job posting. Interested parties should contact:

University of Missouri Human Resources
130 Heinkel Bldg.
201 S. 7th St.
Columbia, MO 65211
573.882.7976
<https://jobs.missouri.edu/>

Sincerely,

Linda Tomlinson

Linda Tomlinson
Business & Fiscal Manager
KOMU-TV (Univ of Missouri)



UNIVERSITY OF MISSOURI-COLUMBIA

An equal opportunity institution

**SENIOR MULTIMEDIA SPECIALIST**

Department:	TV Station	Vacancy Number:	1010541
Posting Type:	External	Posting Status:	Open
Posting Information:	Benefit Eligible 100%	Salary Range:	\$31,328.00 to \$56,806.00
Recruiter:	Jones, Keesha Lenise	Location:	Columbia

Special Notes:

Working hours vary.

Summary:

Oversee development and management of KOMU interactive properties, including web sites, e-mails products, SMS, WAP and social network properties. Position will work with Promotions department to market interactive properties, as well as working on interactive executions of station marketing.

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A Bachelor's degree in communications, computing, graphic arts, design, or a related area or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Three years of experience in a related area is necessary including experience with computer design softwares/languages such as Java, HTML, PhotoShop, motion graphics, audio files, etc

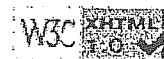
Preferred Qualifications:**Detailed Description:**

- Site Maintenance and Testing.
- Online Advertising Maintenance.
- Interactive Promotion Development.
- Interactive Development.

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Tuesday, March 6, 2001



Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: 'Gail.Jones@oa.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Office of Administration, State Diversity Recruit. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

UNIVERSITY OF MISSOURI-COLUMBIA
130 HEINKEL BUILDING, 201 SOUTH 7TH STREET
COLUMBIA, MO 65211
(573)-882-7976

EMPLOYMENT OPPORTUNITIES

3/5/2008

JOB DESCRIPTIONS ARE AVAILABLE AT
HUMAN RESOURCE SERVICES
MONDAY THROUGH FRIDAY
8:00AM - 5:00PM.

You must complete a Job Application Form for EACH vacancy. You may submit any supporting documents such as a cover letter or resume with each Job Application Form.

VACANCY NOTICE ACCESS

INTERNET (WWW)

<http://www.mujobs.missouri.edu/>

If you have special needs as addressed by the Americans with Disabilities Act and need this publication in an alternative format, notify us at the address listed above or call (573) 882-7976. Reasonable efforts will be made to accommodate your special needs. TTY users, please use the Relay Missouri number to inquire about our employment opportunities. 1-800-RELAY MO (735-2966)

The University of Missouri-Columbia does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, age, disability, or status as disabled veteran or veteran of the Vietnam era. For more information call Human Resource Services (MU) (573) 882-4256 or U.S. Department of Education, Office of Civil Rights.

If a minimum speed is indicated in the "T" column, a typing test is required. For information on taking a test, call our receptionist at (573) 882-7976 or come by our offices at 130 Heinkel Building.

ADMINISTRATIVE ASSISTANT		1010305	Marketing
ADMINISTRATIVE ASSISTANT		1010351	Family & Community Medicine
ADMINISTRATIVE ASSISTANT		1010398	MIMH-Continuing Education
ADMINISTRATIVE ASSISTANT		1010504	SHP/Health Psychology
ADMINISTRATIVE ASSISTANT		1010514	University Stores
ADMINISTRATIVE ASSISTANT		1010518	Ag Ext-Animal Science
ADMINISTRATIVE ASSISTANT		1010523	Nano-Medicine Center
CHIEF CLERK		1010147	Student Auxiliary Services
EXECUTIVE ASSISTANT	New	1010556	Presidents Office
NUTRITION PROGRAM ASSOCIATE		1009663	WC-Family Nutrition Program
NUTRITION PROGRAM ASSOCIATE		1010244	SC-Family Nutrition Program
NUTRITION PROGRAM ASSOCIATE		1010257	WC-Family Nutrition Program
OFFICE SUPPORT STAFF II		1010490	Concerts
OFFICE SUPPORT STAFF II		1010505	FM Station
OFFICE SUPPORT STAFF II	New	1010587	Sponsored Program Admin
OFFICE SUPPORT STAFF III		1010006	Psychological Sciences

OFFICE SUPPORT STAFF III	1010318	Veterinary Pathobiology
OFFICE SUPPORT STAFF III	1010412	Student Life
OFFICE SUPPORT STAFF III	1010418	Univ Club & Univ Catering
OFFICE SUPPORT STAFF III	1010498	Trauma Services
OFFICE SUPPORT STAFF IV	1009559	Off of Soc & Econ Data Analys
OFFICE SUPPORT STAFF IV	1010126	Chemistry
PROCUREMENT SUPPORT SPECIALIST	1010428	UMC Procurement Services
SENIOR CLERK	1010463	Cashier, Payroll and Student
SENIOR CLERK	1010493	Cashier, Payroll and Student
UNIT CLERK	1010437	Surgical Intensive Care
UNIT CLERK	1010438	Surgical Intensive Care
UNIT CLERK	1010439	Surgical Intensive Care
UNIT CLERK - CRH	1010470	CRH Labor & Delivery
UNIT CLERK - CRH	1010501	Orthopedics
UNIT CLERK - CRH	New 1010553	Orthopedics

Part Time/Temporary

TITLE

T VACANCY #

DEPARTMENT

COOK		1010354	Food Services
COOK (CRH)		1010042	Food/Nutrition Services
FOOD SERVICE WORKER I		1010394	Residence Halls
FOOD SERVICE WORKER I	New	1010568	Residence Halls
FOOD SERVICE WORKER I	New	1010581	Residence Halls
FOOD SERVICE WORKER I	New	1010582	Residence Halls
FOOD SERVICE WORKER II		1008415	Food Services
FOOD SERVICE WORKER II		1009725	Food Services
FOOD SERVICE WORKER II		1009870	Food Services
FOOD SERVICE WORKER II - CRH		1007711	Food/Nutrition Services
SENIOR CLERK		1010155	University Stores

Part Time/Temporary

TITLE	T	VACANCY #	DEPARTMENT
FOOD SERVICE WORKER I		1010462	Residence Halls

*****Environmental Health and Research Reactor*****

Benefit Eligible

TITLE	T	VACANCY #	DEPARTMENT
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Benefit Eligible

MANAGER MEDICAL
RECORDS - MRC

1009648

MO Rehab Ctr Accounting

NURSE PRACTITIONER

1010475

Student Health Services

PATIENT ACCOUNTS
REPRESENTATIVE - CLINIC

New

1010576

Ortho Clinic

REGISTERED RESPIRATORY
THERAPIST

1010198

RESPIRATORY CARE

VENIPUNCTURE TECHNICIAN -
CRH

1010357 Clinical Lab

VENIPUNCTURE TECHNICIAN -
CRH

1010506 Clinical Lab

WORK STUDY STUDENTS
ONLY

1008255

Human Resources

*****Information Technology*****

2
1. GENERIC FOR POSTING

PROGRAMMER/ANALYST-
GENERIC FOR POSTING

1010468

IT Application Services

STUDENT ASSISTANT
TECHNICAL

1010183

Energy Management

STUDENT ASSISTANT
TECHNICAL

New

1010570

Building Maintenance

LICENSED PRACTICAL NURSE		1009569	Medicine Clinic
LICENSED PRACTICAL NURSE		1010190	Orthopedic Keene Street Clinic
LICENSED PRACTICAL NURSE		1010393	Fairview Internal Medicine Clinic
LICENSED PRACTICAL NURSE - CLINIC	New	1010574	Woodrail Internal Medicine Clinic
LICENSED PRACTICAL NURSE - CLINIC	New	1010575	MO OB/GYN Associates Clinic
LICENSED PRACTICAL NURSE, SR - MRC		1006200	Medical H4 [7a - 7p]
LICENSED PRACTICAL NURSE, SR - MRC		1008471	Special Brain Injury Unit [7a - 7p]
LICENSED PRACTICAL NURSE, SR - MRC		1010204	Special Brain Injury Unit [7p - 7a]
REGISTERED NURSE		1002547	Step Down Unit [PSP+P]
REGISTERED NURSE		1002552	5 West Surgery [PSP+A]
REGISTERED NURSE		1002553	Surgical Intensive Care [PSP+A]
REGISTERED NURSE		1002635	Surgery Services / Main OR [A]
REGISTERED NURSE		1002734	6 West Medicine [E]
REGISTERED NURSE		1003270	Surgery Services / PACU [PSP+P]
REGISTERED NURSE		1003532	5 West Surgery [E]
REGISTERED NURSE		1003778	7 West Med-Surg [PSP+P]

REGISTERED NURSE	1004729	Step Down Unit [PSP+P]
REGISTERED NURSE	1004784	5 East Surgery/Oncology [PSP+A]
REGISTERED NURSE	1005193	5 East Surgery/Oncology [E]
REGISTERED NURSE	1005507	5 West Surgery [P]
REGISTERED NURSE	1006248	Float Pool [Now Plus]
REGISTERED NURSE	1006487	Cardiac Intensive Care [PSP+P]
REGISTERED NURSE	1007904	Emergency Suite [Z/3]
REGISTERED NURSE	1007977	Surgery Services / PACU [E]
REGISTERED NURSE	1008779	6 West Medicine [PSP+A]
REGISTERED NURSE	1009873	6 West Medicine [N]
REGISTERED NURSE	1010002	7 West Med-Surg [P]
REGISTERED NURSE	1010016	7 West Med-Surg [PSP+A]
REGISTERED NURSE	1010160	Pediatrics [P]
REGISTERED NURSE	1010273	Burn Intensive Care Unit [PSP+A]
REGISTERED NURSE	1010276	Burn Intensive Care Unit [P]
REGISTERED NURSE	1010287	Burn Intensive Care Unit [PSP+P]
REGISTERED NURSE	1010421	Med & Neuro ICU [P]

2 Part Time/Temporary

T	TITLE	VACANCY #	DEPARTMENT
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*****Part Time and Temporary*****

MEDICAL TECHNOLOGIST
[PT] - CRH

1009790

Clinical Lab

SURGICAL TECHNOLOGIST
(PRN) - CRH

1009234

Surgery

RESEARCH SPECIALIST

1009473

Molec Microbio & Immunology

2 1 15 3 0

TECHNICIAN

ADMINISTRATIVE ASSOCIATE I

New

1010545

Ag Econ - CARES

ORGANIZATIONAL
EFFECTIVENESS

REIMBURSEMENT ASSISTANT

1010344 Medicine-Administration

STUDENT SERVICE
COORDINATOR

New

1010562

Student Life

*****Veterinary Medicine*****

ADMINISTRATIVE ASSISTANT	1009928	Ctr for Physical & Power Elec
ADMINISTRATIVE ASSISTANT	1010508	Development
OFFICE SUPPORT STAFF I	1010342	VP Human Resources
STUDENT ASSISTANT CLERICAL	1009742	Director, Campus Facilities
TEMPORARY CLERICAL	1001714	SOS Temporary Staffing
TEMPORARY CLERICAL	1010519	Recreational Services

*****Athletics*****

Part Time/Temporary

TITLE	T VACANCY #	DEPARTMENT
GRADUATE TEACHING ASSISTANT	1007652	Intercollegiate Athletics

*****Communication, Arts and Media*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
ACCOUNT EXECUTIVE	1010158	TV Station
COORDINATOR II	1010397	Dean of Engineering
COORDINATOR PROGRAM/PROJECT	New 1010546	Dean of Graduate School

MANAGER MARKETING	1009760	Student Auxiliary Services
MARKETING REPRESENTATIVE	1010081	Development
MULTIMEDIA SPECIALIST	1010299	Dean of Journalism
PIANO TUNER / TECHNICIAN	1009738	School of Music
SALES REPRESENTATIVE - MISSOURIAN	1010385	The Missourian
SENIOR INFORMATION SPECIALIST	1010130	Pubs & Alumni Communications
SENIOR INFORMATION SPECIALIST	1010256	Coop Extn-Pub/Info
SENIOR MULTIMEDIA SPECIALIST	New 1010541	TV Station
VIDEO PRODUCER	1009735	Academic Support Center

*****Dining, Hospitality, and Retail Services*****

Benefit Eligible

TITLE	T VACANCY #	DEPARTMENT
ASSISTANT DIRECTOR, UNIVERSITY BOOKSTORE	1010465	University Stores
ASSISTANT MANAGER CAMPUS DINING SERVICES	1010286	Residence Halls
ASSISTANT MANAGER CAMPUS DINING SERVICES/SOUS CHEF	1010293	Residence Halls

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: 'jsponaugle@boonville.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Booneslick Technical Education Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

*Email distrib.
notice for
Vac. #1010541
Sr. Multimedia
Specialist*

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: 'donna.davis-vandegriffe@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for MO Div of Workforce Development. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: 'Gail.Jones@oa.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Office of Administration, State Diversity Recruit. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'darrell.spencer@slps.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for St. Louis Public Schools - Career/Tech Education. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'mgeorge@stlcc.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for St. Louis CC in Flo Valley Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'mcneilw@hssu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Harris-Stowe Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'reception@admin.fsu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Florida State University. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'daniel.danzo@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Missouri Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: 'denise.colvin@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: 'christyn@advent.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Advent Enterprises Manager. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: 'washingt@lincolnu.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Lincoln University Disability Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:23 AM
To: Rorah, Rosalie M.
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Hospital HR. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'scott.mantooth@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'orscheijnj@mrrl.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Missouri River Regional Library. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'Mike.Chittum@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Division of Workforce Development-Central Region. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached. .

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'herald.bullock@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Jefferson City. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'sharon.longan@jcps.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Nichols Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'careerservices@linnstate.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Linn State Technical College Career Services*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'shirley.woolfolk@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Camdenton. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'tmriley@nwmissouri.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Northwest MO State University Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'gellis@kc.devry.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Devry Placement Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'jlwestbrook@SEMO.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for SEMO Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:24 AM
To: 'barb.hoelzer@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for St. Louis South Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'Dana.Thompson@doc.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Board of Probation and Parole, Columbia. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'gregw@advent.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Advent Enterprises. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'joyce.bryan@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Columbia. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'michael.carr@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for MO Div of Workforce Development. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'bret4act@socket.net'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Alternative Community Training. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'kelly.cook@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'kchristo@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Columbia Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'rhogan@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Douglas High School Guidance Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'alandes@columbia.k12.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Hickman High School Guidance Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'dan@metrobusinesscollege.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Metro Business College Placement Office*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:25 AM
To: 'carol.gamm-smith@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'lana.vestal@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Mexico. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'kbright@williamwoods.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for William Woods Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'Abigail.Manwell@westminster-mo.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Westminster College. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'llorenz@centralmethodist.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Central Methodist Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'dgmalsen@ccis.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Columbia College Career Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'heathermm@stephens.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Stephens College Career Services. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: Goins, Lori D.
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Human Resource Services (MU) Message Copy. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: Fisher, Frances J.
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Surplus Property. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'christinev@advent.org'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for The Job Center. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:26 AM
To: 'nichelle.pool@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Div. Of Voc Rehab, Columbia. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:28 AM
To: 'rhorton@cci.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Phillips Jr. College Placement Office. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'janet.kinnett@ded.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for MO Career Center - Lebanon. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'clarissa.white@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'glenda.alexander@whiteman.af.mil'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Whiteman Air Force Base*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'stpierre@sfcc.cc.mo.us'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for State Fair Community College Placement*. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'karen.wilson@vr.dese.mo.gov'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Vocational Rehabilitation. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

Long, Teresa J.

From: UMC HRS
Sent: Wednesday, March 05, 2008 7:27 AM
To: 'patricit@macc.edu'
Subject: University of Missouri-Columbia Vacancy Postings for 3/5/2008
Attachments: maillist.doc

This message is intended for Moberly Area Community College. Thank you for participating in the automated vacancy posting process. If you received this message in error or experience any difficulties, please contact 573-882-7976.

The University of Missouri-Columbia vacancy postings for 3/5/2008 are attached.

New vacancies are posted daily at the University of Missouri. To see the latest postings visit:
<https://jobs.missouri.edu/vacancylist.php>.

